



EL 2.9 Communication and Support to the School Board

Policy Quadrant: Executive Limitations

- Monitoring Time Frame: ~~July 2023–June 2024~~ July 2024–June 2025
- Date of School Board Monitoring: ~~November 24, 2024~~ November 24, 2025

Board Policy Monitoring Motions:

- Operational Interpretation is/is not reasonable
 - Board does/does not accept the Superintendent's assertion of compliance/non-compliance
-

Global Constraint:

The Superintendent shall not cause or allow the School Board to be uninformed or unsupported in its work.

OPERATIONAL INTERPRETATION:

I interpret this policy to mean that my responsibility is to ensure the School Board consistently has the information, context, and support it needs to govern effectively. The Board must be informed in a timely, accurate, and understandable manner, and supported in ways that enable it to fulfill its governance role without being drawn into operational detail. This is defined through EL 2.9.1–2.9.11. These policies collectively share the expectations for timely reporting, transparency, accessibility of information, clarity of communication, and the structures that enable effective Board operations.



I interpret this policy to mean that I am ultimately responsible for arranging the logistical, informational and organizational systems necessary for the School Board to be an effective governing body with the support of the Superintendent's Cabinet and Office Staff.

I believe the Board's subsequent policies 2.9.1 — 2.9.11 succinctly cover all areas of further interpretation of this global ("parent level") policy leaving no other areas of concern to be addressed in this interpretation.

JUSTIFICATION:

This was developed through reflection and a study of operational interpretations of similar organizations that approached it in a similar fashion.

MEASUREMENT PLAN:

Compliance with this policy will be demonstrated when:

1. The superintendent is in compliance with EL 2.9 if the Board finds the organization to be in compliance with **Child** policies 2.9.1 through 2.9.11 **are in compliance**.

EVIDENCE:

1. Evidence of compliance is demonstrated by supporting data presented throughout EL Policies 2.9.1-2.9.11 are in compliance..

STATEMENT OF ASSERTION:

EL 2.9 is reasonable and in compliance.

BOARD NOTES:



2.9.1

Further, the Superintendent shall not: Neglect to submit monitoring reports required by the School Board in a timely, accurate, and understandable fashion and with reasonably available disaggregated data.

OPERATIONAL INTERPRETATION:

My interpretation of monitoring reports is guided by our understanding of the Policy Governance model as learned during joint training sessions, documentation reviewed, and shared experience since 2013. Our governance process dictates that the superintendent periodically report on whether the organization has (1) avoided conditions the Board has indicated as unacceptable, and (2) achieved certain end results. This policy requires that those reports, defined by Policy Governance as internal monitoring reports for Executive Limitation and Ends policies, be submitted with the following qualities:

1. **Timeliness** – Timely information is information that is available when it is needed. I interpret this to mean that the reports will be made available to the Board twelve (12) days prior to the Board meeting at which the report will be monitored. [This has been developed over many years of collaboration with the board as a collective to meet organizational timelines and constraints while providing board members with adequate time to appropriately complete tasks related to their roles and responsibilities.](#)
2. **Accuracy** – Accurate information provides a reliable and valid representation of reality. I interpret this to mean that all data provided will be fact-based and known to be true to the best of our ability.
3. **Understandable** – I interpret this to mean that the actual reports must be:
 - a. Presented in a standardized format that clearly delineates each element of the report (Operational Interpretation, Justification [as appropriate](#), Measurement, Evidence, and Statement of Compliance);
 - b. Free of unnecessary material not directly related to demonstrating compliance with the policy interpretation;
 - c. Carefully designed to express vast quantities of data that can be assimilated and absorbed by the reader quickly.
 - d. [Reviewed through the lens of best practices of John Carver's policy governance model and updated on a periodic basis. When doing this we also share changes with the board and receive input to work toward maintaining the appropriate format, sections, and length. Our process for timeliness also lends itself to ensuring clarity through an interactive process.](#)



JUSTIFICATION:

~~My interpretation of monitoring reports is guided by our understanding of the Policy Governance model as learned during joint training sessions, documentation reviewed, and shared experience since 2013.~~

~~My interpretation of timeliness being twelve (12) days prior to monitoring.~~

~~My interpretation of accuracy and understandable is guided by our joint understanding of the Policy Governance model.~~

MEASUREMENT PLAN:

~~Compliance with this policy will be demonstrated when:~~ Compliance with this policy will be demonstrated by:

- ~~Compliance is achieved when a~~ At least 90% of all reports are submitted no less than twelve (12) days before monitoring.
- The operational interpretations, justifications and data provided are timely, accurate, and provide credibility to my assertions of compliance.
- The format and content is not unnecessarily complicated as demonstrated by final board action on the report.

EVIDENCE:

- 100% of Monitoring reports have been submitted twelve or more days prior to monitoring. (Table 1)
- The following tables and board action for each monitoring report from ~~July 2023 – June 2024~~ **July 2024 – June 2025** demonstrate alignment of my justifications, interpretations, and assertions as reasonable or credible as determined by the board. (Table 2)
- The board was able to read, understand, and determine reasonableness and compliance on the executive limitations and Ends evidenced in the table below. (Table 2)

Table 1

Ends/Executive Limitations	Date Submitted	12 Days (Y/N)
Ends 1.1	September 11, 2024	Yes



Ends 1.2	September 11, 2024	Yes
Ends 1.3	September 11, 2024	Yes
Ends 1.4	September 11, 2024	Yes
Ends 1.5	September 11, 2024	Yes
Ends 1.6	September 11, 2024	Yes
Ends 1.1	June 11, 2025	Yes
End 1.2	June 11, 2025	Yes
End 1.3	June 11, 2025	Yes
End 1.4	June 11, 2025	Yes
End 1.5	June 11, 2025	Yes
End 1.6	June 11, 2025	Yes
EL 2.0	November 27, 2024	Yes
EL 2.1	August 14, 2024	Yes
EL 2.2	August 14, 2024	Yes
EL 2.3	September 11, 2024	Yes
EL 2.4	October 16, 2024	Yes
EL 2.5	December 9, 2024	Yes
EL 2.6	September 11, 2024	Yes
EL 2.7	August 14, 2023	Yes
EL 2.8	October 16, 2024	Yes
EL 2.9	November 13, 2024	Yes



Eden Prairie Schools • Superintendent Monitoring Report



Record of Board Policy Monitoring Executive Limitations

Monitoring 2023-2024 School Year Data : July 1, 2023 – June 30, 2024

The purpose of this document is to demonstrate to the owners that the board holds the superintendent accountable to our ELs.

Policy	Date	Operational Interpretation – is/is not Reasonable?		Evidence – Board does/does not accept the Superintendent’s assertion of compliance/non-compliance		Date to re-monitor if either the OI is “Not Reasonable” or if Board “does not” accept Superintendent’s assertion of “Compliance”	Completed
		Superintendent Assertion	Board Finding	Superintendent Assertion	Board Finding		
EXECUTIVE LIMITATIONS							
EL 2.0 Global Executive Constraint	12/09/24	Yes	Yes	Yes	Yes		Yes
EL 2.1 Emergency Superintendent Succession	08/26/24	Yes	Yes	Yes	Yes		Yes
EL 2.2 Treatment of Students	08/26/24 & 11/25/24	Yes	Yes	Yes	Yes		Yes
EL 2.3 Treatment of Parents	09/23/24 11/25/24	Yes	Yes	Yes	Yes		Yes
EL 2.4 Treatment of Staff	10/28/24	Yes	Yes	Yes	Yes		Yes
EL 2.5 Financial Planning and Budgeting	12/09/24	Yes	Yes	Yes	Yes		Yes
EL 2.6 Financial Management and Operations	09/23/24	Yes	Yes	Yes	Yes		Yes
EL 2.7 Asset Protection	08/26/24	Yes	Yes	Yes	Yes		Yes
EL 2.8 Compensation and Benefits	10/28/24	Yes	Yes	Yes	Yes		Yes
EL 2.9 Communication and Support to the School Board	11/25/24	Yes	Yes	Yes	Yes		Yes

School Board Meeting – January 27, 2025

EL's Monitoring Record | Page 1

Table 2



Eden Prairie Schools • Superintendent Monitoring Report



Record of Board Policy Monitoring

ENDS

Monitoring 2023-2024 School Year Data: July 1, 2023 – June 30, 2024

The purpose of this document is to demonstrate to the owners that the board holds the superintendent accountable to our Ends and ELs.

Policy	School Year	<ul style="list-style-type: none">Operational Interpretation is/is not reasonable.The Evidence does/does not support the Operational Interpretation or supports the Operational Interpretation with exception.		<ul style="list-style-type: none">Accept/does not accept the Superintendent's assertion that the evidence demonstrates expected progress OR accept the Superintendent's assertion that the evidence does not demonstrate expected progress.		Date to bring back the district's plan to demonstrate expected progress in the future	Completed
		Superintendent Assertion	Board Finding	Superintendent Assertion	Board Finding		
ENDS							

1.1 Each student graduates and is academically prepared to progress to multiple opportunities after high school.	2022-23	Yes 6/26/23	Yes 6/26/23	Yes 10/23/23	Yes 10/23/23		
	2023-24	OI – Yes Measurement - Yes 6/24/24	OI – Yes Measurement - Yes 6/24/24	Yes 09/23/24	Yes 09/23/24		Yes
1.2 Each student is reading at grade level by the end of third grade.	2022-23	Yes 6/26/23	Yes 6/26/23	No 10/23/23	No 10/23/23		
	2023-24	OI – Yes Measurement - Yes 6/24/24	OI – Yes Measurement - Yes 6/24/24	No 09/23/24	No 09/23/24		Yes
1.3 Each student achieves individual growth and proficiency expectations annually in, but not limited to, Language Arts, Math, and Science.	2022-23	Yes 6/26/23	Yes 6/26/23	No 10/23/23	No 10/23/23		
	2023-24	OI – Yes Measurement - Yes 6/24/24	OI – Yes Measurement - Yes 6/24/24	No 09/23/24	No 09/23/24		Yes

School Board Meeting – February 24, 2025

END's 1.1 – 1.6 Monitoring | Page 1



Eden Prairie Schools • Superintendent Monitoring Report



Record of Board Policy Monitoring

ENDS

Monitoring 2023-2024 School Year Data: July 1, 2023 – June 30, 2024

The purpose of this document is to demonstrate to the owners that the board holds the superintendent accountable to our Ends and ELs.

Policy	School Year	<ul style="list-style-type: none">Operational Interpretation is/is not reasonable.The Evidence does/does not support the Operational Interpretation or supports the Operational Interpretation with exception.		<ul style="list-style-type: none">Accept/does not accept the Superintendent's assertion that the evidence demonstrates expected progress OR accept the Superintendent's assertion that the evidence does not demonstrate expected progress.		Date to bring back the district's plan to demonstrate expected progress in the future	Completed
		Superintendent Assertion	Board Finding	Superintendent Assertion	Board Finding		
ENDS							

1.4 Each student receives a broad-based education that exceeds the Minnesota State Graduation Requirements.	2022-23	Yes 6/26/23	Yes 6/26/23	Yes 10/23/23	Yes 10/23/23		
	2023-24	OI – Yes Measurement - Yes 6/24/24	OI – Yes Measurement - Yes 6/24/24	Yes 09/23/24	Yes 09/23/24		Yes
1.5 Each student has the 21 st century skills needed to succeed in the global economy.	2022-23	Yes 6/26/23	Yes 6/26/23	No 10/23/23	No 10/23/23		
	2023-24	OI – Yes Measurement - Yes 6/24/24	OI – Yes Measurement - Yes 6/24/24	Yes 09/23/24	Yes 09/23/24		Yes
1.6 Each student has the knowledge that citizens and residents of the United States need to contribute positively to society.	2022-23	Yes 6/26/23	Yes 6/26/23	Yes 10/23/23	Yes 10/23/23		
	2023-2024	OI – Yes Measurement - Yes 6/24/24	OI – Yes Measurement - No 6/24/24	Yes 09/23/24	Yes 09/23/24		Yes



STATEMENT OF ASSERTION:

EL 2.9.1 is reasonable and in compliance.

BOARD NOTES:

2.9.2

Further, the Superintendent shall not: Be untimely in reporting any actual or anticipated noncompliance with any policy of the School Board.

OPERATIONAL INTERPRETATION:

I interpret this policy to mean that it is my responsibility to inform the Board if the organization swings significantly out of compliance or is likely to go out of compliance with any Executive Limitation or Ends policy independent of the timing for internal monitoring reports. In other words, I will not wait until a monitoring report is due to inform the Board of a compliance issue but will alert the Board as soon as is prudent and possible.

I interpret “any policy” to include Executive Limitation and Ends policies.

JUSTIFICATION:

~~I submit this as a reasonable interpretation on the merit of its common sense approach. In a crisis, I must first “secure the situation” and then communicate. Therefore, alerting the Board at my first possible convenience is a logical approach.~~

MEASUREMENT PLAN:

Compliance with this policy will be demonstrated when:

~~1. Compliance will be measured using three (3) benchmarks:~~



- ~~a.~~ 1. Administration's timely notification to the Board ~~in a timely manner~~ of any unanticipated non-compliance with any Board policy prior to the scheduled date of monitoring report review.
- ~~b.~~ 2. Administration's adherence to the Monitoring Schedule per the Board Work Plan.
- ~~c.~~ 3. Administration responds to any ~~The Board's~~ request for additional monitoring.

EVIDENCE:

- ~~1. There were no instances of:~~
 - ~~a. Unanticipated non-compliance with any Board policy prior to the scheduled date of monitoring report review.~~
 - ~~b. See evidence presented for EL 2.9.1.~~
 - ~~c. See evidence presented for EL 2.9.1.~~
- 1. There were no notifications made because all reports were made in compliance with the Executive Limitation.
- 2. The Monitoring Schedule was followed for all reports.
- 3. Administration provided updates per our process and workplan on Ends where reasonable progress was not asserted by the superintendent or judged by the board.

STATEMENT OF ASSERTION:

EL 2.9.2 is reasonable and in compliance.

BOARD NOTES:



2.9.3

Further, the Superintendent shall not: Neglect to submit unbiased information required by the School Board or let the School Board be unaware of relevant trends.

OPERATIONAL INTERPRETATION:

I interpret “unbiased information required by the School Board” to be data that:

1. Seeks to provide facts, multiple perspectives, and the positive and/or negative consequences of any proposed action when the School Board requests such information for their deliberations (e.g. considering a new EL or Ends policy) and
2. Neither promotes nor suppresses the true nature or logical outcomes that may result from the review of said data.

“Relevant trends” are interpreted as information that provides the School Board with key insights into emerging educational trends that might better inform the Board as they approach their governance responsibilities.

JUSTIFICATION:

~~The reasonableness of this interpretation is based on my past experience supporting School Board process and an awareness of the key issues facing the School Board and organization.~~

MEASUREMENT PLAN:

Compliance with this policy will be demonstrated when: ~~Compliance shall be evidenced by:~~

1. The operational interpretations, justifications and data provided are timely, accurate, and provide credibility to my assertions of compliance as evidenced by final board action on the report.
2. ~~The Superintendent shall provide~~ “Incidental Information” reports **are given** at the monthly business meetings; and
3. **Assistance is provided to** the Board and Board Development Committee as they develop ~~future focused~~ workshop topics.



EVIDENCE:

1. See evidence for 2.9.1
2. See evidence for 2.9.4
3. ~~Future focused~~ Agenda topics presented during the monitoring period:
 - a. Flight Plan 2035 Updates
 - b. Tassel and Valley View Updates
 - c. Capstone and Course Updates
 - d. Preliminary Enrollment Report
 - e. Preliminary Financial Report
 - f. Digital Citizenship
 - g. Administration Proposals for FY 2024-25 Workshops
 - h. Tax Levy
 - i. Preliminary Financial Report
 - j. Preliminary Enrollment Report
 - k. Setting Stage for Fiscal Year 2025-26 Budget Guidelines
 - l. 5-Year Financial Projections: Revenue & Expense
 - m. 5-Year Financial Forecast and Legislative Impacts to Financial and Program Stability
 - n. Safety and Security Updates
 - o. Artificial Intelligence Updates
 - p. Capital Budget Outlay
 - q. Communication - Supporting the Board in the Role of Governance
 - r. Measurement Strategies
 - s. General Fund Budget Q&A
 - t. Morris Leatherman Community and Parent Survey
 - u. Negotiations Strategy
 - v. Levy for Learning
 - w. ~~Tassel Move~~
 - x. ~~Purchasing Space~~
 - y. ~~Five Year Forecast~~



~~z. Preliminary Enrollment Report~~
~~aa. Preliminary Financial Report~~
~~bb. Digital Citizenship~~
~~ee. Administration Proposals for FY 2023–24 Workshops~~
~~dd. Tax Levy~~
~~ee. Preliminary Financial Report~~
~~ff. Preliminary Enrollment Report~~
~~gg. Setting Stage for Fiscal Year 2024–25 Budget Guidelines~~
~~hh. 5-Year Financial Projections: Revenue & Expense~~
~~ii. 5-Year Financial Forecast and Legislative Impacts to Financial and Program Stability~~
~~jj. PBIS: Culture, Climate and Sense of Belonging~~
~~kk. Artificial Intelligence Working Group Report~~
~~ll. Capital Budget Outlay~~
~~mm. New Property Update~~
~~nn. General Fund Budget Q&A~~
~~oo. Morris Leatherman Community and Parent Survey~~
~~pp. Negotiations Strategy~~

STATEMENT OF ASSERTION:

EL 2.9.3 is reasonable and in compliance.

BOARD NOTES:

2.9.4

Further, the Superintendent shall not: Let the School Board be unaware of any significant incidental information it requires, including district press releases, anticipated media coverage, threatened or pending lawsuits, and material internal and external changes.



OPERATIONAL INTERPRETATION:

I interpret this policy to mean that I must inform the School Board of:

1. "Incidental Information" is interpreted as information that is significant to the organization but not information considered by the School Board to be educational or monitoring in nature. I think of it as "nice to know" items. Examples of this might range from the retirement of a staff member to an update on management's strategic planning process.
2. A "threatened or pending lawsuit" will be interpreted as a situation where the District has been notified in writing that an individual or group has retained legal representation for purposes of legally challenging the District.
3. "Material internal or external changes" are interpreted to be situations or decisions that a reasonable person would consider to have a significant impact on the district. Examples might include potential changes in state funding, organizational restructuring or process changes, etc.
4. The Superintendent is responsible for determining whether the change rises to the level of School Board notification. When in doubt, the Superintendent will consult with the School Board Chair to determine whether an issue is worthy of School Board notification and the proper course of notification.

JUSTIFICATION:

~~The reasonableness of this interpretation is based on my past experience supporting the School Board process.~~

MEASUREMENT PLAN:

~~Compliance with this policy will be demonstrated when:~~ Compliance shall be evidenced by:

1. The Superintendent ~~shall~~ provides "Incidental Information" and other reports to support awareness and work at ~~their~~ monthly business meetings ~~through superintendent, staff, or site and department level reports and spotlights.~~
2. ~~The School Board's~~ A comparison of my notifications of any ~~real or threatened~~ or pending lawsuits against actuals during the period being monitored ~~shows no discrepancy.~~
3. The Superintendent adequately informed ~~ed~~ the Board of material changes during the period being monitored.



EVIDENCE:

1. In addition to incidental and other reports identified in EL 2.9.3
 - a. [100 Year Final Report](#)
 - b. [New Website Launch](#)
 - c. ~~Naming of Aeronautics Lab~~
 - d. Strategic Core Planning – ~~Implementation of Strategy~~ [Updates](#)
 - e. Community (Alumni) Magazine
 - f. Summary Report for World's Best Workforce
 - g. [Flight Plan 2035 Reports](#)
 - h. ~~Academic Vision Process & Planning~~
 - i. Inspired Journey [Summit](#) & Pathways Update
 - j. Safety and Security Updates
 - k. ~~100 Year Campaign Updates~~
 - l. Meal Pricing
2. ~~The Superintendent notified the Board as needed during the period being monitored.~~ [There was no discrepancy between notifications of threatened or pending lawsuits and actuals.](#)
3. The Superintendent notified the Board as needed during the period being monitored.

STATEMENT OF ASSERTION:

EL 2.9.4 is reasonable and in compliance.

BOARD NOTES:

2.9.5

Further, the Superintendent shall not: Fail to advise the School Board if, in the Superintendent's opinion, the School Board is not in compliance with its own policies on Governance Process and



Board-Management Delegation, particularly in the case of School Board behavior that is detrimental to the working relationship between the School Board and the Superintendent.

OPERATIONAL INTERPRETATION:

The Superintendent, while subordinate to the School Board, is empowered to manage the business of the District (otherwise known as the Means) unless specifically directed to do otherwise via the Executive Limitations policies. This policy directs me to advise the School Board if the School Board attempts to guide or influence any management function not specifically entrusted to the School Board. The Policy Governance model will only be successful if both the School Board and Superintendent adhere to its policies and tenants.

There is an inherent risk for the Superintendent in advising the School Board it is out of compliance. The Superintendent should be confident that any alleged violation of this policy can be brought forth without fear of retaliation or retribution from the School Board or one of its members.

JUSTIFICATION:

~~In order for Policy Governance to function effectively, both the Superintendent and School Board must understand their roles and practice good governance.~~

MEASUREMENT PLAN:

Compliance with this policy will be demonstrated when:

- ~~Compliance is measured by instances when~~ The Superintendent is compelled to notify the School Board Chair and Vice Chair that one or more School Board members allegedly violated this policy. The Chair and Vice Chair will inform the School Board of any unresolved issues.

EVIDENCE:



1. The Superintendent notified the Board Chair and Vice Chair as needed and appropriate during the period being monitored. During the monitoring period, the Board made no determinations that a violation of this policy has occurred.

STATEMENT OF ASSERTION:

EL 2.9.5 is reasonable and in compliance.

BOARD NOTES:

2.9.6

Further, the Superintendent shall not: Present information in unnecessarily complex or lengthy form or in a form that fails to differentiate among information of three types: monitoring, decision preparation, and incidental.

OPERATIONAL INTERPRETATION:

1. **I interpret** information that is “unnecessarily complex and/or lengthy” **to be** ~~is~~ characterized by a reporting style that provides more information than is required, or contains irrelevant information that hinders effective Board deliberation and decision-making.
2. Information provided to the School Board using the principles of Policy Governance should conform and be labeled per the three types indicated in this policy.
3. The following defines the three types of information:
 - a. Monitoring information. This category includes internal monitoring reports, external monitoring reports (e.g. annual audit), and data and interpretations collected for direct inspections.



- b. Decision Preparation. This category is composed of information the School Board requests or the Superintendent proactively supplies (see 2.9.3) to support the School Board in its work.
- c. Incidental Information. This information covers the gamut...from the “nice to know” events that occur in an organization to updates on management processes. Its purpose is to inform the School Board and is not presented for discussion or input.

JUSTIFICATION:

~~The interpretations for the types of information were provided during School Board training.~~

MEASUREMENT PLAN:

Compliance with this policy will be demonstrated when:

- 1. The board accepts reports demonstrated through compliance with EL 2.9.1, and
- 2. ~~The appropriate placement, discussion, and action (if appropriate) of~~ informational items on the board business meeting and workshop agendas each month **are appropriately placed, discussed and acted upon in agenda approval.**

EVIDENCE:

- 1. See evidence presented for EL 2.9.1.
- 2. ~~Evidence of compliance is demonstrated by Board action to~~ **The Board** approved **all** meeting agendas during the period being monitored.

STATEMENT OF ASSERTION:

EL 2.9.6 is reasonable and in compliance.



BOARD NOTES:

2.9.7

Further, the Superintendent shall not: Provide a mechanism for official School Board, officer, or committee communications that is ineffective.

OPERATIONAL INTERPRETATION:

1. An ineffective communication mechanism is interpreted as:
 - a. Inefficient in reaching School Board members in a timely manner
 - b. Unproductive in assisting School Board members in carrying out their duties
 - c. Unsuccessful in clearly relaying the desired information and resulting actions for official School Board, officer, or committee communications are those defined as those mechanisms that provide timely, accurate, and understandable information that assists School Board members in carrying out their duties.

Therefore, I interpret this policy to mean that I must provide the School Board a system for connecting effectively to the organization and to necessary governing information (e.g. School Board meeting materials, past documents). [Currently, this is determined in part by the School Board's own decision of technology solutions, or publications, and the District website as the repository for official public documents.](#)

JUSTIFICATION:

~~The operational interpretation is justified by the School Board's own selection of BoardBook and MS Outlook as~~ [technology solutions, or publications](#), ~~and the District website as the repository for official public documents.~~

MEASUREMENT PLAN:



Compliance with this policy will be demonstrated when:

1. The School Board's use of BoardBook, MS Outlook, Inspiring News, the Inspire Magazine, email distribution systems for board communications (like approved messaging via "Measuring What Matters" or in "Parent Post"), and the District website and feedback regarding their user experience supports communication goals, and .
2. Random Sample Survey results indicate strong levels of communication in context.

EVIDENCE:

1. The Board has continued to use BoardBook, MS Outlook, and the District website as its main communication and information solutions.
2. Morris Leatherman survey results from 2024-2025 demonstrate some of the most effective communication with stakeholders amongst any public school district in the state of Minnesota.

STATEMENT OF ASSERTION:

EL 2.9.7 is reasonable and in compliance.

BOARD NOTES:

2.9.8

Further, the Superintendent shall not: Communicate with individual School Board members in addressing official School Board business except when responding to officers or committees duly charged by the School Board.

OPERATIONAL INTERPRETATION:

Elected members of the School Board have binding authority only when acting as a School Board legally in session except where specific authority is provided to School Board members or officers individually. Generally, the School Board is not bound by an action or statement on the part of an individual School Board member unless the action is specifically directed or authorized by the School Board.



JUSTIFICATION:

Minnesota Law provides for the specific powers and function of elected School Board members.

Minnesota Statute §123.33 School Board Powers

Minnesota Statute §123.34 School District Officers

Minnesota Statute §123.35 General Powers

BMD 3.1.2 provides guidance and instruction outlining the authority that an individual School Board member can exert upon the Superintendent.

MEASUREMENT PLAN:

Compliance with this policy will be demonstrated when:

1. Compliance is measured by the number of instances when the Superintendent is compelled to report to the School Board Chair and Vice Chair, School Board member non-compliance of BMD 3.1.1. The Chair and Vice Chair will inform the School Board of any unresolved issues.

EVIDENCE:

1. The Superintendent notified the Board Chair and Vice Chair as needed and appropriate during the period being monitored. During the monitoring period, the Board made no determinations that a violation of this policy has occurred.

STATEMENT OF ASSERTION:

EL 2.9.8 is reasonable and in compliance.

BOARD NOTES:



2.9.9

Further, the Superintendent shall not: Neglect to supply for the School Board's consent agenda, along with applicable supporting information, all decisions delegated to the Superintendent yet required by law, regulation, or contract to be School Board-approved.

OPERATIONAL INTERPRETATION:

I interpret this policy to mean that I am responsible for ensuring that all items legally, contractually, or regulatorily requiring School Board approval are placed on the School Board's agenda in the consent agenda section, with sufficient context for the Board to take informed action.

The consent agenda is specifically designed to address management items the Board would not act upon in Policy Governance, but require Board approval from outside entities. These are items that have been delegated to the superintendent and are often routine and recurring. Supporting information provided for each item will be proportionate to its complexity. In many cases, this may consist of brief documentation, references to prior Board education, explanations already provided, or established past practice that makes the item readily understood by the Board.

Items that require both Board approval and deliberative engagement are placed under "Required School Board Decision" agenda items, separate from the consent agenda.

~~I interpret this policy to mean that the new School Board agenda template developed through our current governance process transition will include one "consent agenda" area and that I am responsible for bringing any items onto the agenda in this section. Items listed will include reference as to the reason School Board approval is required and any governance policies the item might reference. I interpret "consent agenda" items differently from "Required School Board Decision" items on the agenda template. "Required School Board Decisions" are items requiring School Board approval AND their deliberative involvement.~~

JUSTIFICATION:

My interpretation of this policy is based on the Policy Governance model.



MEASUREMENT PLAN:

Compliance with this policy will be demonstrated when:

1. ~~Compliance with this policy shall be evidenced by the~~ Evidence exists of proper identification and placement of the items described in this policy on School Board agendas during the period being monitored.

EVIDENCE:

1. Evidence of compliance is demonstrated by Board action to approve meeting agendas during the period being monitored and through joint agenda prep with board leadership prior to each meeting, which are directly observed and follow the work plan and process set forth by the board.

STATEMENT OF ASSERTION:

EL 2.9.9 is reasonable and in compliance.

BOARD NOTES:

2.9.10

Further, the Superintendent shall not: Allow the School Board to be unaware of potential consequences to the district posed by pending legislation or regulation.

OPERATIONAL INTERPRETATION:

I interpret this policy to mean that I am responsible for ensuring the School Board is informed of potential positive or negative consequences to the District from pending or enacted legislation and regulations at the state or federal level. With the high volume of potential pending legislation (sometimes 1000's of bills) and changes in regulation it is important to define each further. "Pending legislation" includes proposed bills or amendments under consideration which have a high likelihood of occurring and having a



significant impact on the district including a change that could require modifications to operational interpretations to avoid issues of compliance. “Regulation” refers to rules or guidance issued by government agencies that operationalize enacted laws and could result

My responsibility is to make the Board aware of such impacts in a timely and understandable manner. Normally this communication occurs through the Superintendent’s Incidental Reports and Board updates.

~~I interpret this policy to mean that potential consequences of pending or realized legislation can be positive or negative and are the result of actions of the state and/or federal government. Pending legislation are those items that are introduced to the legislature in the form of new bills or modification to existing legislation. Regulations are the interpretation of enacted legislation by government entities charged with the responsibility of operationalizing approved legislation.~~

~~Legislation and regulations are imposed upon the District as a political entity. The District is a political entity that is responsible to the State of Minnesota and the Federal government, and therefore is required to conform to and implement either direct legislation or the interpretation of legislation by government agencies. Pending legislation and resulting changes to expectations or established practices at the local level need to be communicated to the Board of Education.~~

~~Therefore, my job related to this policy is to make sure the School Board is made aware of legislative impact to this district. I will normally use my “Incidental Report” to make the School Board aware of such situations unless the legislation causes the organization to go out of compliance. In such cases, the School Board may be informed via an Out of Compliance Email Alert.~~

JUSTIFICATION:

~~I consider my interpretation to be justified based on a common understanding of public education regulation and legislation.~~

MEASUREMENT PLAN:

Compliance with this policy will be demonstrated when:



1. ~~Compliance with this policy is evidenced by the~~ By multiple means by which the Board is kept apprised of proposed state and federal legislation or regulation, as well as inquiries from individual board members seeking further understanding or clarification of pending legislation.

EVIDENCE:

1. Evidence of compliance exists through ongoing communication the board directly receives. The Board is copied in on email updates from AMSD and MSBA on a regular basis. The Superintendent also forwards or provides a summary of additional information from MDE, MDH, MASA and AASA as needed and appropriate. Updates are provided during board meetings as evidenced in presentations noted in 2.9.3 and 2.9.4. The superintendent also answers questions and shares information to the board through phone calls or recurring updates as necessary or appropriate.

STATEMENT OF ASSERTION:

EL 2.9.10 is reasonable and in compliance.

BOARD NOTES:

2.9.11

Further, the Superintendent shall not: Send letters or surveys under the School Board's name or on behalf of the School Board without School Board approval.

OPERATIONAL INTERPRETATION:

It is not uncommon for information to be disseminated or gathered on behalf of the District as a whole or "on behalf of" the School Board. Due to the separation of duties as evidenced by School Board Policy, it is inherent upon Administration to clearly identify the source of the request and to whom the information will be divulged when sharing, communicating, or collecting data.

1. Neither Superintendent nor any school employee may represent the "School Board" in any letter sent to stakeholders without the express approval of the School Board via official School Board approval.



2. The Superintendent and designees shall clearly declare the origin and potential use of any survey seeking input from owners, and under no circumstance represent the request for information on behalf of the School Board without School Board approval.

JUSTIFICATION:

Policy Governance theory and policy clearly indicates the roles of the School Board and Superintendent which is the driving rationale for this interpretation.

MEASUREMENT PLAN:

Compliance with this policy will be demonstrated when: ~~Compliance with this policy will be evidenced by:~~

1. The existence of any formal requests by the Superintendent for School Board signoff of letters, etc. during the monitoring period.
2. Surveys undertaken by the Administration do not attribute the Board as requesters or recipients of the collected data.
3. No communication to the public on behalf of the board occurs without prior approval.

EVIDENCE:

1. There were no requests by the Superintendent to have the Board sign off on any letters.
2. There were no surveys undertaken that were attributed to the Board as requestors.
3. There were no circumstances during the monitoring period where communication was not in compliance with the policy.

STATEMENT OF ASSERTION:

EL 2.9.11 is reasonable and in compliance.

BOARD NOTES: