



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item # 9.4

Meeting Date: January 19, 2012

Subject: Board of Education Ad Hoc Executive Audit Compliance Committee

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Board of Education

Recommendation: Approve Board of Education Ad Hoc Executive Audit Compliance Committee

Background/Rationale:

Pursuant to GC-5 under Coherent Governance, the Board may create ad hoc committees “if they are deemed helpful to assist the Board in the performance of its responsibilities.” Such committees are to be used “exclusively to support the work of the Board as described in Policy GC-3, and will never be created or used to assist the Superintendent in any operational area.”

The purpose of the committee should be determined to comply with GC-5 requirements.

The date of termination of this committee should be established pursuant to GC-5. Such Board committees “may or may not include members of the Board.”

Financial Considerations: None.

Documents Attached:

1. Governance Culture (GC) 5 – Board Committees
2. Governance Culture (GC) 3 – Board Job Description
3. Committee Information

<p>Estimated Time of Presentation: 5 minutes</p> <p>Submitted by: Diana Rodriguez, President, Board of Education</p> <p>Approved by:</p>

Policy Type: Governance Culture

Board Job Description

The Board's job is to represent, lead and serve the stakeholders and to govern the district by establishing expectations for organizational results, expectations for quality operational performance, and monitoring actual performance against those expectations.

The Board will:

1. Ensure that the ***Results*** are the dominant focus of district performance.
2. Advocate for students and the district.
3. Initiate and maintain constructive two-way dialogue with students, staff, parents and the public as a means to engage all stakeholders in the work of the Board and the district.
4. Develop written Board governing policies that address:
 - a. ***Results***: The intended outcomes for the students served by the district;
 - b. ***Operational Expectations***: Statements of the Board's values about operational matters delegated to the Superintendent, including both actions and conditions to be accomplished and those prohibited;
 - c. ***Governance Culture***: Definition of the Board's own work, the processes it will employ and conditions within which it will accomplish that work;
 - d. ***Board/Superintendent Relationship***: The role relationship of the Superintendent and the Board, including the specified authority of the Superintendent and the process for monitoring district and Superintendent performance.
5. Ensure acceptable Superintendent performance through effective monitoring of ***Results*** and ***Operational Expectations*** policies.
6. Ensure acceptable Board performance through effective evaluation of Board actions and processes.

7. Appoint an independent auditor to conduct an annual external review of the district's financial condition and report directly to the Board.

Adopted: May 20, 2010
Revised: October 6, 2011

Monitoring Method: *Board self-assessment*
Monitoring Frequency: *Annually in August*

Sacramento City Unified School District Board of Education

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Policy Type: Governance Culture**Board Committees**

The Board may create committees if they are deemed helpful to assist the Board in the performance of its responsibilities. If committees are established, they will be used exclusively to support the work of the Board as described in Policy GC-3, and will never be created or used to assist the Superintendent in any operational area.

1. Board committees and other such entities by whatever name created by the Board will not be used to direct, advise, assist or oversee the staff. Committees customarily will prepare recommendations for Board consideration. Board committees will have no authority over staff, and may exercise demands on staff time and organizational resources only to the extent authorized in this policy.
2. Board committees may not speak or act for the Board. The responsibilities and authority of all Board committees are carefully stated in this policy to assure that committees fully understand their duties and extent of authority, and to assure that committee work will not usurp or conflict with the Board's own authority or conflict with authority delegated to the Superintendent.
3. All Board committees are considered to be ad hoc, or temporary. The date for their termination is listed for each committee. Committees may be renewed or reauthorized upon their expiration, but unless the Board acts to renew the committee's existence, it shall cease to exist upon the date specified.
4. Board committees may or may not include members of the Board.
5. All Board committees are listed below.

Adopted: May 20, 2010

Revised: October 6, 2011

Monitoring Method: Board self-assessment
Monitoring Frequency: Annually in August

Sacramento City Unified School District Board of Education

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Board committees:

- A. **Name:**
 - a. **Purpose/Charge:**
 - 1)
 - 2)
 - b. **Membership:**
 - 1)
 - 2)
 - c. **Reporting Schedule:**
 - d. **Term:**
 - e. **Authority Over Resources:**

Adopted: May 20, 2010
Revised: October 6, 2011

Monitoring Method: Board self-assessment
Monitoring Frequency: Annually in August

Sacramento City Unified School District Board of Education

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Agenda Item 9.5

Board committees:

A. Name: Executive Audit Compliance Committee

a. Purpose/Charge:

- 1) To review and comment on items pertaining to the annual audit documents provided to the Board of Education.
- 2) To make recommendations for the Board's consideration regarding Board/District policies.

b. Membership:

- 1) Jeff Cuneo
- 2) Diana Rodriguez
- 3) Darrel Woo

c. Reporting Schedule:

- 1) The Board President will report to the Board of Education as a whole when the Executive Committee has completed their review and recommendations.

d. Term:

- 1) The term shall begin upon approval of the committee's creation and continue for a period of six months, unless its stated purpose has been fulfilled.
- 2) In the event that the charge is not completed, extension of the committee may be extended from time to time at the pleasure of the board.

e. Authority Over Resources:

- 1) The Executive Audit Compliance Committee shall be granted access to any and all information, data, reports or documents necessary to carry out its purpose. All requests for information.
- 2) The Executive Audit Compliance Committee shall be granted reasonable access to district staff for purposes of administrative assistance and discussion.