



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 9.3

Meeting Date: November 17, 2011

Subject: **Coherent Governance Policy Operational Expectations 1 (OE-1) -
Global Operational Expectation - Monitoring Report**

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

Division: Superintendent's Office

Recommendation: Approve Coherent Governance Policy Operational Expectations 1 (OE-1) – Global Operational Expectation - Monitoring Report.

Background/Rationale: The Board has directed the Superintendent to provide Monitoring Reports on regular schedule at open session Board meetings. Monitoring determines the degree to which Board policies are being met. This report is designed to share progress towards the results the Board expects to see for the school system, as well as the effectiveness of the system's operations. This report, therefore, is a review of the organization's performance as it relates to Operational Expectations 1 – Global Operational Expectation.

The report includes the following information:

- The policy.
- The Superintendent's certification.
- Reasonable Interpretation of the policy.
- Evidence of compliance.

After the Board meets in open session to discuss the report, two additional sections of the report will be completed by the Board chair:

- Disposition of the Board. (The policy is found by the Board to be "in compliance," "in compliance with exceptions," or "not in compliance.")
- Comments.

The Board will discuss the data and conclusions from the Monitoring Report in open session. At the end of the discussion, the Board will vote as to whether it will accept the report, as presented, as evidence of reasonable interpretation and reasonable progress toward achieving the Board's policy. The Board will determine whether the policy is "in compliance," "in compliance with exceptions," or "not in compliance." If the policy is found to be "in compliance

with exceptions,” or “not in compliance,” the Board has the option to direct the Superintendent to correct the non-compliance indicators and report back to the Board at a time outside the regular monitoring schedule.

Financial Considerations: None.

Documents Attached:

1. OE-1 Monitoring Report

Estimated Time of Presentation: 5 minutes

Submitted by: Jonathan P. Raymond, Superintendent

Approved by: N/A

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

Operational Expectations: Global Operational Expectation

November 17, 2011

PART I: THE POLICY

OE-1: Global Operational Expectation

The Superintendent shall not cause, allow, or fail to take reasonable measures to prevent any practice, activity, decision or organizational condition that is unlawful, unethical, unsafe, disrespectful, imprudent, in violation of Board policy or endangers the district's public image or credibility.

PART II: SUPERINTENDENT'S CERTIFICATION

I certify that the information in this report is true for the period

beginning _____ and ending _____.

Based on this report, I believe the school system is

- In compliance
- In compliance with exceptions
- Not in compliance

Signed: _____ Date: _____
Jonathan P. Raymond, Superintendent

PART III: DISPOSITION OF THE BOARD

Based on this report and our discussion, the Board of Education finds this OE policy to be

- In compliance
- In compliance with exceptions
- Not in compliance

Signed: _____ Date: _____
Gustavo Arroyo, Board President

PART IV: COMMENTS

PART V: INTERPRETATION

I interpret this policy to mean that I, as Superintendent, will reinforce an organizational culture with all staff that does not knowingly commit actions or create conditions which allow practices that condone a hostile or harassing work environment, improper behavior, or any illegal or irresponsible activity. I will model and promote respect and professional ethics with all staff. I will not intentionally commit actions or foster conditions that violate Board policy or put the district's reputation in jeopardy. I will use the district's Code of Ethics to guide my own actions, as well as the actions of all staff.

Furthermore, the following represent my interpretations of relevant language from this operational expectation:

- Reasonable Measure - being in accordance with sound thinking; appropriate; and/or marked by sound judgment.
- Unlawful - being in violation of Education Code, and local, state, federal laws and/regulations.
- Unethical - any violation of Sacramento City Unified School District's Code of Ethics.
- Unsafe - involving or causing danger or risk to employees, students, families and community members of our district; liable to hurt or harm, regardless of intent.
- Disrespectful - not extending respect and courtesy to all, at all times; not promoting mutual respect, civility and orderly conduct among district employees, students, families, and community members; not maintaining, to the extent possible and reasonable, a safe, harassment-free environment for our students and staff; discouraging positive communication; acting in a volatile, hostile or aggressive way towards others.
- Imprudent - acting with negligence; lacking common sense; exercising sub-standard care and poor judgment in conduct.

PART VI: EVIDENCE OF COMPLIANCE

I affirm that I have:

- Followed Board policy at all times;
- Adhered to California Education Code and local, state and federal laws and regulations;
- Have a Uniform Complaint process in place to address employee, student, family and community complaints and/or grievances in a timely and respectful manner;
- Brought forth an annual financial audit on January 6, 2011, with no major findings that were either imprudent or endangered the long-term fiscal health of the district;
- Utilized multiple data measures (qualitative and quantitative) in all decision-making processes including Data Inquiry Methodology, School Quality Review Process, Lean Six Sigma Process and RKP process which utilized the Kepner-Tregoe decision analysis protocol;
- Drafted a civility policy (currently being reviewed by stakeholder committees); and
- Created customer service plans for the offices of Family and Community Engagement, Human Resources, Administrative Services, Academic, Accountability and Communications. Work to implement these plans has already begun.