

Policy Type: Executive Limitations**Communication and Counsel to the Board**

With respect to providing information and counsel to the Board, the Superintendent shall not fail to give the Board as much information as necessary to allow Board members to be adequately informed.

Accordingly, the Superintendent may not:

General

1. Fail to advise the Board in a timely manner of relevant trends, facts and information, including:
 - (a) The rationale behind any Superintendent recommendation
 - (b) Information regarding any serious student discipline or safety matter or crisis situation
 - (c) Information regarding the cancellation of school or any important event
 - (d) Best practices and reform trends in K-12 education
 - (e) Information regarding any matter that may expose the district to legal liability
 - (f) The superintendent's out of town travel
2. Present information in unnecessarily complex or lengthy form
3. Fail to advise the Board of changes in assumptions upon which Board policy has been established
4. Fail to provide for the Board as many staff and external points of view and opinions as needed for fully informed Board choices

Financial condition

Fail to advise the Board of significant transfers of moneys within funds, any single non-budgeted purchase or expenditure of greater than \$5,000 and any other change substantially affecting the district's financial condition, the district's ability to achieve its mission, or which is in violation of the Board's policies.

Media coverage

1. Fail to advise the Board of anticipated or potential adverse media coverage or negative citizen or employee reaction to actual, proposed or anticipated decisions, circumstances, policies, procedures or practices
2. Fail to advise the Board of anticipated positive media coverage when knowledge of the coverage occurs within sufficient time to include in the Superintendent's regular communications with the Board

Monitoring

1. Fail to submit monitoring data required by the Board in a timely, accurate and understandable fashion, directly addressing provisions of the Board policies being monitored
2. Fail to report in a timely manner any actual or anticipated noncompliance with any Board *Ends* or *Executive Limitations* policy

Board communications

1. Fail to provide a mechanism for official Board, officer or committee communications
2. Fail to work with the Board as a whole on Board policy issues except when:
 - (a) Fulfilling individual requests for information as long as such requests do not require a material amount of staff time or resources or are not disruptive
 - (b) Working with officers or committees duly charged by the Board
 - (c) Communicating with the president

Consent agenda

Fail to supply for the consent agenda all items delegated to the Superintendent that are required by law or contract to be Board-approved, along with the minimum amount of supporting data necessary to keep the Board informed and a rationale for the superintendent's decision.

State reporting

Fail to provide a summary to the Board of any significant data submitted to the State Board of Education regarding accreditation, accountability or safety.

Personnel decisions

Fail to provide as soon as possible after decisions are made, information to the Board regarding the nature of and the reason for the personnel decision and information regarding how the decision impacts the district's ability to operate and to achieve the Board's *Ends*.

Adopted: August 2005

Revised: March 2016

LEGAL REFS.: C.R.S. 22-7-205 (2) and (5) (*reports to state board*)
C.R.S. 22-11-101 *et seq.* (*state accreditation*)

Monitoring Method: Internal

Monitoring Frequency: March