



SUMMARY OF COMPLIANCE STATUS

JANUARY 2024

SUPERINTENDENT CERTIFICATION

With respect to OE-8 *Communicating with the Board* taken as a whole, the superintendent certifies that the proceeding information is accurate and complete, and the district is:

- ☒ In Compliance
☐ In Compliance, with Exception
☐ Not in Compliance

Summary Statement by Administration

Monitoring of operational expectation policies is part of the ongoing process of district performance evaluation and superintendent evaluation. This report includes an Areas of Focus for Continuous Improvement outlining new practices or protocols to be utilized for the next reporting timeframe and recommendations for suggested changes to Operational Expectations policies and/or indicators and interpretations. A Data Analysis on page 4 presents an administrative summary of the data. This report addresses 12 indicators of the superintendent's responsibility regarding communication with the Board.

Progress Reporting Summary

In Compliance

- 8.1, 8.2, 8.3, 8.4, 8.5, 8.6, 8.7, 8.8, 8.10, 8.11, 8.12

In Compliance with Exception

- 8.9

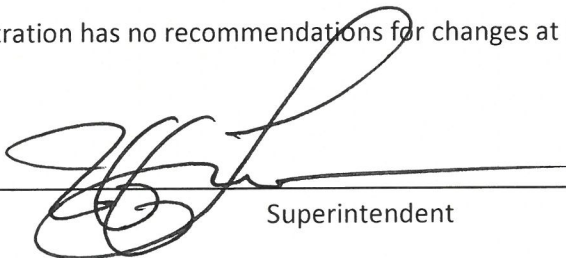
Not In Compliance

- N/A

Areas of Focus for Continuous Improvement

Administration has no recommendations for changes at this time.

Signed: _____



Superintendent

Date: 1/13/2025



SCHOOL BOARD ACTION

With respect to OE-8 *Communicating with the Board*, the Board:

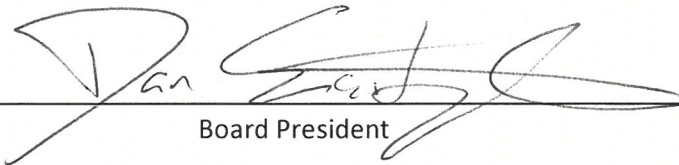
- ☒ Accepts the report as fully compliant.
☐ Accepts the report as compliant with noted exceptions.
☐ Finds the district to be noncompliant.

Summary Statement/Motion of the Board

I really appreciate the level of communication that we have with Dr Fastnacht. I think that it's like you mentioned, whether it's through his weekly memos to us or through text messages alerting us to certain situations. It's been phenomenal. I like to know what's going on, even though you might not hear a response or thank you in a responding email for the report. Just always appreciate that communication, not only with the board, but the public as well, that they just appreciate and acknowledge that the communication has increased.

It was moved by Ms. Preskey and seconded by Mr. Lee to accept the monitoring report for Policy OE-8 Communicating with the Board as In Compliance. Motion carried.

Signed: _____


Board President

Date: 1/13/2025

Data Analysis

Indicators within OE-8 *Communicating with the Board* focus on the quality and effectiveness of communication between the Superintendent and the Board. Within the 16 indicators of compliance ranging from report compliance, keeping the Board informed, and the effectiveness of reporting Board results, all demonstrated compliance. Specifically, “Ensuring Board members received advance information about issues that received significant media attention” and “Being informed about the status of Board monitoring reports before the meeting,” were rated at 100% by Board members for this report.

OE-8 – Communicating with the Board
<p>The Superintendent shall assure that the Board is fully and adequately informed about matters relating to Board work and significant district concern.</p>
<p>Interpretation: Communication is recognized as key to the School Board/superintendent success as a team. It is the superintendent's responsibility for ensuring the board has information needed for the board to do its work. "Matters relating to the board's work" means those issues such as strategic level work and/or operational issues which require board action that fall into the board's area of responsibility for decision making. "Fully and adequately" means each board member receives enough information in a timely fashion to fulfill her or his responsibilities. While it is neither possible nor practical for the board to know everything about every matter and decision in the operation of the district, items of "significant district concern," refers to the board's expectation to be informed regarding operational level issues that represent significant change or are likely to prompt questions of board members from parents, staff, students, and other stakeholders. The superintendent is expected to judge in advance which of the myriad operational issues might come to the board's attention yet because such hypothesis is fraught with uncertainty, the board's expectations should center on the reasonable rather than the perfect, and the board holds joint responsibility for inquiring as needed.</p>

Monitoring Report

The Superintendent Shall:

8.1 Submit required monitoring data (see policy B/SR-5 Superintendent Accountability) in a thorough, accurate, and understandable fashion, according to the Board's annual work plan schedule, and including both Superintendent interpretations and relevant data to substantiate compliance or reasonable progress.	In Compliance
Interpretation: <ul style="list-style-type: none"> • Monitoring data shall mean evidence provided by the superintendent and her or his staff to support indicators of compliance and reasonable progress. • Annual work plan is the board's calendar of reports. • Substantiate compliance or reasonable progress shall mean the determination of whether the superintendent/district has accomplished the measurable goals outlined in the OE and Results indicators. 	

Indicator	Finding
Indicator 1: All regular monitoring reports for Results and Operational Expectations shall be submitted to the Board annually as per the Board's work plan and within the reasonable interpretation, indicators, benchmarks, and target data agreed upon and in a format useful to the Board. These reports, in total, provide a significant portion of the superintendent's formative and summative evaluations.	In Compliance
Evidence: All regular monitoring reports for Results and Operational Expectations were submitted to the Board for their review.	

The Superintendent Shall:

8.2 Provide for the Board, in a timely manner, information about trends, facts, and other information relevant to the Board's work.	In Compliance
<ul style="list-style-type: none"> • Interpretation: Timely manner refers to the urgency of the unique situation. • Relevant to the Board's work is in reference to the CG policies and information necessary for the board to fulfill its responsibilities. 	

Indicator	Finding
Indicator 1: The superintendent uses weekly updates to provide information about issues that have crossed the superintendent's desk, if these issues might be ones on which Board members will be expected to have information.	In Compliance
Evidence: A weekly update (totaling 43) has been provided to board members. Additional updates are sent to the board as needed.	
Indicator 2: Board members are included in district wide communication about significant matters that are sent via the district's notification system.	In Compliance
Evidence: Board members are on the "all district" notification list and are notified via the district notification system for events such as school closings.	

Indicator 3: Board meetings and workshops give board members an opportunity to study in greater detail issues of importance to the district.	In Compliance
Evidence: From July 1, 2023 through June 30, 2024, 21 regular meetings, 6 special meeting, and 4 workshops have been held with the board.	
Indicator 4: During the superintendent's report, the superintendent may present a more detailed update or report on an item on the action or consent agenda, but important information for the Board and/or public to know. Such items may include changes or potential changes to demographics, educational practices, legislative mandates, state or federal expectations, legal concerns, budget concerns, student safety, accreditation status and facility issues.	In Compliance
Evidence: Background information and attachments are included with board action items and the consent agenda to give information to the board/public. More in-depth information is reported during the superintendent's report if required.	
Indicator 5: The superintendent is expected to use judgment in determining when to communicate details regarding day-to-day operational issues that may also become controversial or important for Board members to be knowledgeable about.	In Compliance
Evidence: The superintendent has received no concerns from board members regarding indicator 5. The superintendent communicates with the board members (oftentimes through the board president) on a regular basis via email, text, and phone calls.	

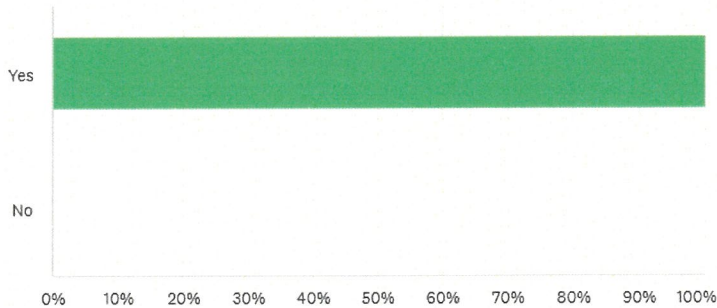
The Superintendent Shall:

8.3 Inform the Board of significant transfers of money within funds or other changes substantially affecting the district's financial condition.	In Compliance
<p>Interpretation: The annual budget will include information on the necessity of transferring from one fund to another. The Board will be notified of any transfers within funds that are significant or any information regarding any change in the district's financial condition along with a legal basis, and a defensible rationale for any transfers or changes in financial condition. Reports may be made through the annual audit, the monthly financial report, or a memo as needed.</p> <ul style="list-style-type: none"> • Significant transfers of money shall mean movement of \$50,000 or more from one account (line item) to another. • Substantially affecting the district's financial condition shall mean running contrary to indicators and interpretations of OE-6 and OE-7. 	

Indicator	Finding
Indicator 1: Indicators of compliance shall be monitored by the business manager's running record of updates to the Board.	In Compliance
Evidence: The district made no significant transfers of money between accounts other than when funds are moved between the unallocated grant/reserve and the appropriate account (line item).	

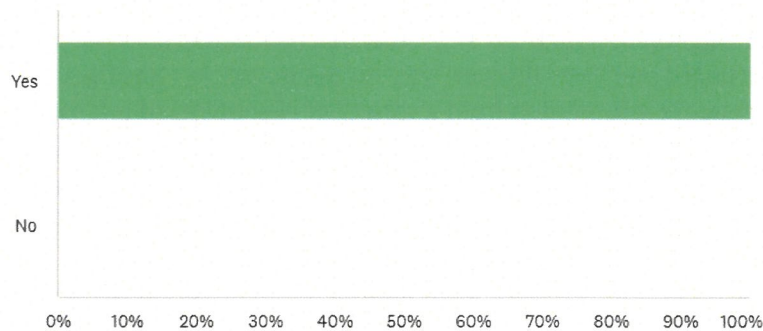
The Superintendent Shall:

8.4 Assure that the Board has adequate information from a variety of internal and external viewpoints to assure informed Board decisions.	In Compliance
<p>Interpretation: The Board represents the entire school district and thus, the Board needs information from a variety of sources.</p> <ul style="list-style-type: none"> • Adequate information shall mean sufficient data, information, etc. needed by Board members to fulfill their CG duties. • Variety of viewpoints shall mean perspectives of the internal and external publics as gathered from community task forces, Cognia surveys, as per OE-9. 	

Indicator	Finding
<p>Indicator 1: Aggregate data from an annual poll (December) of board members will indicate board members answer “yes” to the question, “Have you been provided adequate information from a variety of viewpoints of internal and external community members?”</p>	In Compliance
<p>Evidence:</p> <p>Have you been provided adequate information from a variety of viewpoints of internal and external community members?</p> <p>Answered: 5 Skipped: 0</p>  <p>RESPONSES</p> <p>I very much appreciate the Weekly Memo, the one-way texts, and being on the district communications mailing list. I feel very well informed.</p>	

The Superintendent Shall:

8.5 Inform the Board of anticipated significant media coverage.	In Compliance
<p>Interpretation: The Board should be the most informed laypersons in the community regarding the school district. The Superintendent works to alert the Board as soon as practicable about all important happenings in the district. While some happenings result in media coverage; others do not. However, when an event or issue appears likely to make the news, the superintendent will strive to err on the side of informing the board in the majority of cases where the board could say in hindsight that they needed more information.</p> <ul style="list-style-type: none"> • Anticipated shall mean reasonably predicted or probable. • Significant media coverage shall mean mainstream media reports, stories, or commentary that may appear in the <u>Bismarck Tribune</u> or major local television or radio news shows. 	

Indicator	Finding
<p>Indicator 1: Aggregate data from an annual poll (December) of board members will indicate board members answer “yes” to the question, “Have you been provided advance information about issues that received significant media coverage?”</p>	In Compliance
<p>Evidence:</p> <p>Have you been provided advance information about issues that received significant media coverage?</p> <p>Answered: 5 Skipped: 0</p>  <p>RESPONSES</p> <p>I don't feel that I've been caught "unaware" at any time this past year.</p>	

The Superintendent Shall:

<p>8.6 Inform the Board, the Board President, or individual members if, in the Superintendent's opinion, the Board or individual members have encroached into areas of responsibility assigned to the Superintendent or if the Board or its members are non-compliant with any Governance Culture or Board/Superintendent Relations policies.</p>	In Compliance
<p>Interpretation: The superintendent is tasked with and responsible for assisting the Board in the monitoring of GC and B/SR policies, and will provide input when he/she perceives significant non-compliance issues. The superintendent's strategy when such issues occur will be to consult with the Board president and/or suggest policy revisions. In the event that the concern centers with the president, the superintendent will consult with the vice president. The role of the president/vice president should be to address the issue with the Board or individual Board member(s).</p> <ul style="list-style-type: none"> • Encroached into shall mean taking action, making requests of staff, or otherwise getting involved in the work of the superintendent/district as described by the CG policies or NDCC. • Non-compliant shall mean behavior or action that is contrary to the Board's CG policies. 	

Indicator	Finding
<p>Indicator 1: Indicators of compliance shall be determined by the board's review of an acceptance of the superintendent's running record of concerns or violations.</p>	In Compliance

Evidence: No significant noncompliance issues have been recognized by the superintendent or reported to the board so far this school year.

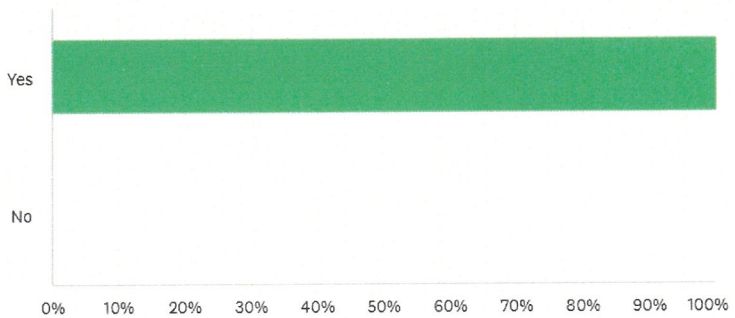
The Superintendent Shall:

8.7 Present information in simple and concise form, indicating clearly whether the information is incidental, intended for decision preparation, or for formal monitoring.

In Compliance

Interpretation: Board members appreciate information in a format that simplifies, rather than complicates their decision making.

- **Incidental** information is meant to merely keep Board members in the loop or knowledgeable about the district.
- **Intended for decision preparation** means information needed to inform a decision on an action item in either the consent or board action agenda.
- Information for **formal monitoring** means the data or narrative in support of a decision regarding compliance with policies being monitored.

Indicator	Finding
<p>Indicator 1: Aggregate data from an annual poll (December) of board members will indicate board members answer “yes” to the question, “Have you been presented information in a clear and concise form along with indication of whether the information is incidental, intended for decision making, or a product of formal monitoring?”</p>	In Compliance
<p>Evidence:</p> <p>Have you been presented information in a clear and concise form along with indication of whether the information is incidental, intended for decision making, or a product of formal monitoring?</p> <p>Answered: 5 Skipped: 0</p>  <p>RESPONSES</p> <p>I appreciate the information is shared way that is concise and easy to follow.</p>	

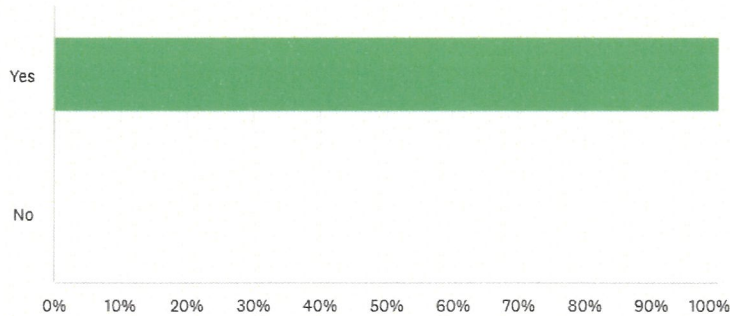
The Superintendent Shall:

8.8 Treat all members impartially and assure that all members have equal access to information.

In Compliance

Interpretation: All Board members need equal advantage relative to communication and information from the superintendent. The superintendent should view the Board as a body, and communicate with the entire body. However, this does not exclude incidental interactions with individual Board members, responses to questions, or sharing of requested information. If the superintendent judges that the question is one that other Board members might benefit from, he or she passes this information on by carbon copying all Board members, or by referencing the question and providing the information in a weekly update.

- **Treat all members equally** shall mean to communicate with every Board member in a professional and respectful manner necessary for each Board member to fulfill his or her CG responsibilities and Board-assigned duties.
- **Equal access to information** shall mean that every Board member receive the same verbal and written communications regarding issues that are of a Board concern and upon which the Board makes decisions. The superintendent may communicate with the Board chair on preliminary work until the full Board receives the same information at a Board meeting or workshop.

Indicator	Finding						
<p>Indicator 1: Aggregate data from an annual poll (December) of board members will indicate board members answer “yes” to the question, “Do you feel you have been treated equally in regard to access of information compared with the rest of your fellow Board members?”</p>	In Compliance						
<p>Evidence:</p> <p>Do you feel you have been treated equally in regard to access of information compared with the rest of your fellow board members?</p> <p>Answered: 5 Skipped: 0</p>  <p>The chart displays a single green bar for 'Yes' responses, which extends to the 100% mark on the x-axis. The y-axis lists 'Yes' and 'No' categories. The x-axis is labeled from 0% to 100% in 10% increments.</p> <table border="1"> <thead> <tr> <th>Response</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Yes</td> <td>100%</td> </tr> <tr> <td>No</td> <td>0%</td> </tr> </tbody> </table>		Response	Percentage	Yes	100%	No	0%
Response	Percentage						
Yes	100%						
No	0%						

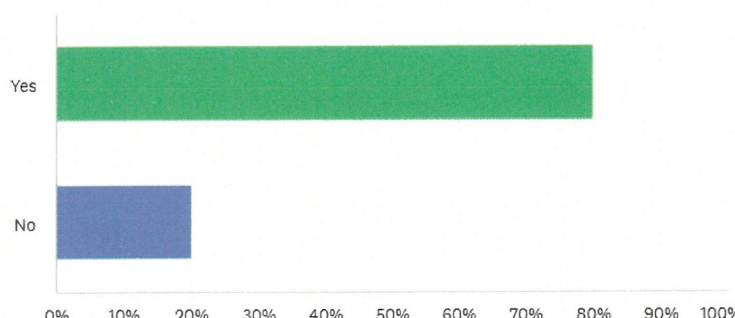
The Superintendent Shall:

8.9 Inform the Board of any actual or anticipated noncompliance with any Board Operational Expectations policy or any anticipated failure to achieve reasonable progress toward any Results policy prior to the presentation of the monitoring report.

In Compliance, with Exception

Interpretation: Board members need to be informed in advance of any likely non-compliance with any Operational Expectation and / or lack of reasonable progress on any Results policy.

- **Prior to the presentation** of the monitoring report shall mean no later than the date the agenda is relayed to the board.
- **Actual** non-compliance or failure to achieve reasonable progress means the Board's determination of failure to meet pre-identified indicators of compliance in Operational Expectations policies or reasonable progress in Results policies after the monitoring report presentation.
- **Anticipated** non-compliance or failure to achieve reasonable progress means the superintendent's determination from the data that compliance or reasonable progress is unlikely as demanded by the Operational Expectations or Results policies.

Indicator	Finding						
Indicator 1: Annual review of aggregate rolling data from a survey of board members will indicate board members answer "yes" to the question, "Were you notified of the monitoring report status prior to the presentation?"	In Compliance						
<p>Evidence:</p> <p>Were you notified of the monitoring report status prior to the presentation?</p> <p>Answered: 5 Skipped: 0</p>  <table border="1"> <caption>Survey Data</caption> <thead> <tr> <th>Response</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Yes</td> <td>80%</td> </tr> <tr> <td>No</td> <td>20%</td> </tr> </tbody> </table>		Response	Percentage	Yes	80%	No	20%
Response	Percentage						
Yes	80%						
No	20%						

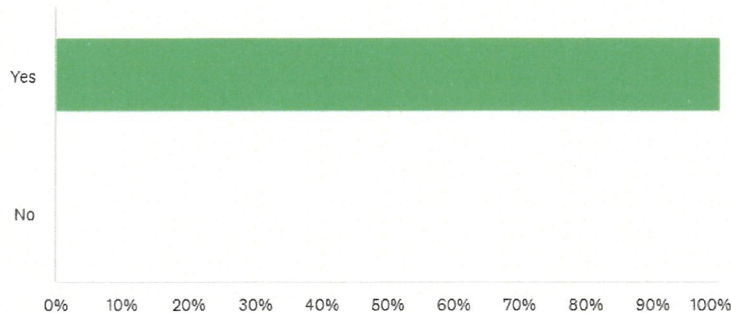
The Superintendent Shall:

8.10 Provide for the Board adequate information about all administrative actions and decisions that are delegated to the Superintendent, but required by law to be approved by the Board.

In Compliance

Interpretation: The board expects that the superintendent will monitor and advise the board regarding any policy changes or additions dictated by law. As legislation is passed that requires board approval of an administrative policy, the superintendent will bring the policy to the board for approval, after which it will be the responsibility of the administration to implement and monitor the policy.

- **Adequate** shall mean sufficient communication/information that allows the Board to fulfill its responsibilities under CG and NDCC.
- **Administrative actions and decisions** shall mean the superintendent's management of day-to-day operations of the district and meeting of responsibilities as outlined in the OE policies.
- **Delegated to the superintendent** shall mean specifically as assigned by the Board to the superintendent through CG policies, B/SRs, or administrative policy.

Indicator	Finding						
<p>Indicator 1: Aggregate data from an annual poll (December) of board members will indicate board members answer "yes" to the question, "Have you been provided adequate information about administrative actions and decisions that have been delegated to the superintendent but are required under NDCC to be approved by the board?"</p>	In Compliance						
<p>Evidence:</p> <p>Have you been provided adequate information about administrative actions and decisions that have been delegated to the superintendent but are required under NDCC to be approved by the board?</p> <p>Answered: 5 Skipped: 0</p>  <p>The chart displays a single green bar for 'Yes' responses, extending to the 100% mark on the x-axis. The y-axis lists 'Yes' and 'No'.</p> <table border="1"> <thead> <tr> <th>Response</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Yes</td> <td>100%</td> </tr> <tr> <td>No</td> <td>0%</td> </tr> </tbody> </table> <p>RESPONSES</p> <p>I believe this to be true, but I would appreciate clarity on this particular process, as I'm not 100% sure at this time.</p>		Response	Percentage	Yes	100%	No	0%
Response	Percentage						
Yes	100%						
No	0%						

The Superintendent Shall:

8.11 Inform the Board in a timely manner of the administrative disposition of complaints referred to the Superintendent by the Board.	In Compliance
<ul style="list-style-type: none"> • Interpretation: The superintendent responds to each complaint directed his or her way in writing by the board with an explanation of how the complaint resolved through an update to the board. 	

Indicator	Finding
Indicator 1: The superintendent shall maintain and share a running record of formal complaints, administrative disposition, and Board satisfaction of timeliness to be reviewed annually.	In Compliance
Evidence: The Superintendent has not received any written complaints from official board action.	

The Superintendent Shall:

8.12 Inform the Board in advance of any deletions of, additions to, or significant modifications of any instructional programs.	In Compliance
<p>Interpretation: The instructional program is an element of the district's day-to-day operation and typically not in the Board's purview, yet the overall scope and depth of the instructional program may relate directly to the Results policies. Thus, the Board has an expectation that significant changes in the instructional program will be shared with the Board in advance of implementation. Examples of "significant" change include a change in the base materials, a change in the standards, or the elimination of a program. In addition the Board approves new courses at the secondary level. Furthermore, as a part of the regular monitoring of the Desired Results Policies, Board members receive a thorough picture of the instructional program, including curricular materials and instructional strategies used.</p> <ul style="list-style-type: none"> • Deletions, additions, significant modifications shall mean changes that require considerable professional development or resources to implement. • Instructional programs shall mean the teaching practices. 	

Indicator	Finding
Indicator 1: Indicators of compliance are the Board agendas that show Board response (approval or denial) of new courses and Board feedback in June regarding their sense of notification of changes in the instructional program.	In Compliance
Evidence: The Board received presentations and approved the CRACTC and also the board was informed of changes within orchestra due to staffing shortage.	

