

Monitoring Report: Executive Limitation

Report Date: February, 2025

Policy E.L. 8 (Staff Compensation and Benefits) - *“The Superintendent shall not cause or allow jeopardy to fiscal integrity or public image through employment, compensation, including pay and benefits, to employees, or independent contractors.*

Accordingly, the Superintendent shall not:

- 1. Change their own compensation, outside of changes dictated by the Superintendent contract.*
 - 2. Promise or imply permanent or guaranteed employment.*
 - 3. Establish current compensation that deviates materially from the geographic or professional market for the skills employed.*
 - 4. Create obligations for a term in which revenues cannot be safely projected and/or in which dedicated reserves are not created in alignment with statute.*
 - 5. Establish or change benefits so as to cause unpredictable or inequitable situations.*
 - 6. Employ or contract with any member of the Board.”*
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Accordingly, the Superintendent shall not:

- 1. Change their own compensation, outside of changes dictated by the Superintendent contract.*

Compliance will be demonstrated when: Any adjustments to the Superintendent's compensation are made solely in accordance with the terms outlined in the Superintendent's contract, with no deviations outside of those terms.

Rationale: Ensuring that the Superintendent's compensation aligns strictly with the contract terms guarantees fairness, accountability, and prevents any potential conflicts of interest or misuse of authority.

Evidence: Documentation of the Superintendent's contract, including compensation terms, and records of any changes made in compliance with those terms (such as Board meeting minutes or official correspondence).

- [Superintendent Contract \(March 29, 2022\)](#).
- No changes have been made to the existing Superintendent contract.
- The Superintendent has not otherwise changed the terms of her contract.
- The Superintendent has not received compensation outside of the terms of the Superintendent contract.

Accordingly, the Superintendent shall not:

2. *Promise or imply permanent or guaranteed employment.*

Compliance will be demonstrated when: No statements or actions are made by the Superintendent that could be interpreted as promising or implying permanent or guaranteed employment.

Rationale: Preventing promises of permanent employment ensures that all staff, including the Superintendent, are subject to performance reviews, renewal contracts, and accountability measures, maintaining a professional work environment.

Evidence: Records of public statements or communications from the Superintendent that clarify the nature of employment agreements, and employment contracts that clearly define the term of service.

- April 23, 2024 - [Approval of Licensed and Cabinet Contract Templates](#)
 - [Licensed Employee Contract Form \(2024-25\) FINAL.pdf](#)
 - [Licensed Employee OYO Contract Form \(2024-25\) FINAL.pdf](#)
 - [110 Post-Retirement Employment Agreement \(2024-25\) FINAL.pdf](#)
 - [140 Post-Retirement Employment Agreement \(2024-25\) FINAL.pdf](#)
 - [Cabinet Contract Template 2024-2025.pdf](#)
- May 27, 2024 - [Approval of Resolutions for Renewal of Employment for the 2024-2025 School Year](#)
 - [Resolution regarding Contract Renewal of Licensed Employees.pdf](#)
 - [Resolution regarding the Non-renewal of Probationary Licensed Employees.pdf](#)
 - [Resolution regarding the Displacement of Non-Probationary Licensed Employees.pdf](#)
 - [Resolution for Renewal of Admin ProTech Employees.pdf](#)
 - [Resolution for Renewal of Classified At-Will Employees.pdf](#)
- 2024 - 2025 - [Employee Guide](#)
- [Douglas County School District Offer Letter Template](#)

Accordingly, the Superintendent shall not:

3. *Establish current compensation that deviates materially from the geographic or professional market for the skills employed.*

Compliance will be demonstrated when: Staff compensation is periodically reviewed to ensure it is in line with comparable positions in the geographic region and industry, taking into account professional standards and market trends.

Rationale: Aligning compensation with the market ensures fairness and competitiveness, preventing the district from overpaying or underpaying employees relative to industry standards.

Evidence: Salary survey data or market research reports for similar positions, Board meeting minutes where compensation decisions are discussed, and compensation comparisons with other districts or organizations.

- [February 27, 2024](#) - Board Presentation - Compensation and Benefits Updates and Approval of Compensation Resolution for 24-25
 - [Compensation and Benefits Updates 2.27.2024.pdf](#)
 - [RESOLUTION OF THE BOARD OF EDUCATION - 24-25 School Year Comp_Schedules Removed.pdf](#)
 - [Proposed Schedule for BOE 2-23-24 General \(Attachment A\).pdf](#)
 - [Proposed Schedule for BOE 2-23-24 HTH \(Attachment B\).pdf](#)
 - [Proposed Schedule for BOE 2-23-24 Specialist \(Attachment C\).pdf](#)
 - [REVISED Proposed Schedule for BOE 2-23-24 General \(Attachment A\).pdf](#)
- [Licensed Substitute Teacher Rate Comparison and Recommended Daily Rate change](#)
- [September 10, 2024](#) - Board Presentation - [Turnover and Hiring Report 2024.pdf](#) - Exit Survey Data

Accordingly, the Superintendent shall not:

4. *Create obligations for a term in which revenues cannot be safely projected and/or in which dedicated reserves are not created in alignment with statute.*

Compliance will be demonstrated when: The Superintendent ensures that any financial obligations (such as contracts or spending commitments) are made only when there is a clear, reliable revenue projection and reserves are in place as required by law.

Rationale: This ensures that the district can meet its financial obligations without compromising its long-term fiscal health, preventing deficits or financial instability.

Evidence: Budget reports, financial projections, meeting minutes where financial decisions are made, and documentation of reserve fund allocations and legal compliance.

- [June 18, 2024](#) - Approval of SY 2024-2025 Budget Resolutions and Financial Plan and Budget.
 - [FY 2024-2025 Adopted Financial Plan and Budget final.pdf](#)
 - [Memo to the Board for 2024-2025 Adopted Budget.pdf](#)
 - [24-25 Adopted Appropriation Resolution.pdf](#)
 - [24-25 Adopted Use of Beginning Fund Balance Resolution.pdf](#)
- [April 23, 2024](#) - SY 2024-2025 Budget Update & Feedback Session (15-Minute Presentation)
 - [2024-2025 Budget Update BOE April Final.pdf](#)
- [DCSD Financial Transparency Website](#)
 - [FY 2024-2025 Uniform Budget Summary](#)
 - [FY 2024-2025 Adopted Financial Plan and Budget](#)
 - [FY 2024-2025 Proposed Executive Summary](#)

Accordingly, the Superintendent shall not:

5. *Establish or change benefits so as to cause unpredictable or inequitable situations.*

Compliance will be demonstrated when: Any changes to benefits are made in a transparent, consistent, and equitable manner, with clear communication to all stakeholders, ensuring no unintended negative consequences.

Rationale: This prevents confusion or disparities among employees, ensuring that all benefit changes are fair, well-planned, and predictable.

Evidence: Benefits policy documentation, records of communication about changes to benefits, and any feedback or surveys from staff indicating understanding and fairness.

- [March 4, 2025](#) - Compensation and Benefits Updates to the Board
 - Benefit cost to employees remain flat - full employee portion of premium increase absorbed by the District
- [2024 - 2025 DCSD Benefits Guide](#)
- [Benefit Plan Notices](#)
- Communications regarding benefits
 - April 2, 2024 - [Across the Board](#)
 - April 15, 2024 - Staff email - Benefits Open Enrollment Starts April 22 (Benefit Highlights)
 - April 22, 2024 - Staff email - Benefits Open Enrollment Begins
 - May 2, 2024 - Staff email - Dental Plan Updates
 - May 17, 2024 - Staff email - Benefits Open Enrollment Ends
 - December 18, 2024 - Staff email - Dependent Eligibility Audit Communication
 - [February 12, 2024 Employee Council Benefits Presentation](#)
 - [January 27, 2025 Employee Council Benefits Presentation](#)

Accordingly, the Superintendent shall not:

6. *Employ or contract with any member of the Board.*

Compliance will be demonstrated when: The Superintendent avoids hiring or contracting with any member of the Board, ensuring that all hiring decisions are made independently and without conflicts of interest.

Rationale: This prevents any conflicts of interest that could arise from Board members having direct employment relationships with the Superintendent, which might lead to biased decision-making or favoritism.

Evidence: Personnel records that show Board members are not employed or contracted by the Superintendent, as well as Board meeting minutes and official communications reflecting the adherence to this policy.

- **No members of the Board are employed or contracted by DCSD.**

Compliance: I report compliance with this policy