

To: DCSD Board of Education

From: Susan Meek, Director, DCSD Board of Education

Date: July 16, 2024

Subject: Review of Proposed Revisions to the Executive Limitations

Dear Board Members,

Attached for your review and discussion are two important documents:

1. Draft Executive Limitations for Review:

- This document has been reformatted from prescriptive language, which outlines what should be done, into proscriptive language, which specifies what should not be done. This approach aims to set clear boundaries while granting the Superintendent the flexibility to determine the best methods to achieve our objectives.

2. Presentation on Executive Limitations:

- I recently attended a conference where the presentation on “Creating Meaningful Trust and Empowerment through Clear Boundaries” was shared. The presenter has approved sharing this resource with the Board.

Key Differences between Prescriptive and Proscriptive Language:

- **Prescriptive Language:** Specifies the required actions and steps that must be taken.
- **Proscriptive Language:** Focuses on the conditions or actions that are not acceptable, thus setting clear boundaries for behavior and decisions.

Benefits of Proscriptive Language:

- Draws a clear boundary line outside of which activities or circumstances are not allowed.
- Allows the most creativity and freedom by the staff.
- Everything that is not put off-limits is pre-approved.
- Avoids the slippery slope of inviting the board into operations.
- Allows timely decisions without having to wait for the next board meeting to get approval.

Executive Limitations:

A good practice with Executive Limitations is to state only what must be said, not everything that could be said. Therefore, some policies have been condensed for clarity and brevity. Additionally, a new policy on Student Accommodation has been added to address issues related to school consolidations, ensuring we have a clear and concise framework for these situations.

Overview of Proposed Changes:

| Current DCSD Policy | Notes | Proposed DCSD Policy |
|--|---|--|
| EL-1 Global Executive Constraint | Revised into proscriptive language. | EL-1 Global Executive Constraint |
| EL-2 Emergency Superintendent Succession | Recommend repealing as a separate policy and covering topic in the Planning Policy under item #1. This is a new policy to incorporate several other policies and to address key planning items. | EL-4 Planning |
| EL-3 Development of Policy | Recommend repealing as a separate policy and covering topic in the Planning Policy under item #2. This is a new policy to incorporate several other policies and to address key planning items. | EL-4 Planning |
| EL-4 Communication to the Board | Expanded title to Communication and Support to the Board; Condensed language into applicable policy sizes. | EL-5 Communication and Support to the Board |
| EL-5 Commitment to Accomplishment and Accountability | This is about DAC and SACs; Mostly a rewrite to be in proscriptive language. | EL-6 Commitment to Accomplishment and Accountability |
| EL-6 Educational Program | Mostly a rewrite to be in proscriptive language. | EL-7 Educational Program |

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| EL-7 Instructional Materials Selection & Adoption | Recommend repealing as a separate policy and covering topic in the Planning Policy under item #4. This is a new policy to incorporate several other policies and to address key planning items. | EL-4 Planning |
| EL-8 Treatment of Students, Parents/Guardians, and Community Members | Rewrite to be in proscriptive language; included additional language to incorporate student and parent rights. | EL-2 Treatment of Students, Parents/Guardians, and Community Members |
| EL-9 Student Conduct, Discipline, and Attendance | Recommend repealing as a separate policy and covering topic in the Planning Policy under item #3. Need to determine whether all the details should be maintained. This is a new policy to incorporate several other policies and to address key planning items. | EL-4 Planning |
| EL-10 School Safety | Broadened the scope of the policy to align with other similar PG policies in other districts. | EL-8 School Safety, Security, and Social-Emotional Wellness |
| EL-11 Staff Treatment | Rename with “Staff and Volunteers”. Included staff evaluation policy language. | EL-3 Treatment of Staff and Volunteers |
| EL-12 Staff Compensation | Update title to include Benefits. | EL-9 Staff Compensation and Benefits |
| EL-13 Staff Evaluation | Recommend repealing as a separate policy and covering topic in the Treatment of Staff Policy EL-11 – see item #1.3. Rewrite does not delve into operations as much. | EL-3 Treatment of Staff and Volunteers |
| EL-14 Budgeting | Revised into proscriptive language. | EL-10 Budgeting |

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| EL-15 Financial Administration | Revised into proscriptive language. | EL-11 Financial Administration |
| EL-16 Asset Protection | Revised into proscriptive language. | EL-12 Asset Protection |
| New Policy | New policy to address student accommodations, including school consolidation. | EL-13 Student Accommodation |

The proposed updates will be discussed at the Board Retreat on Saturday, July 20, 2024, with the goal of strengthening our governance framework and providing clearer guidance for achieving our educational goals. Your thoughtful review and discussion of these documents will be crucial in moving toward finalizing these policies.

I look forward to discussing the proposed changes with you at the upcoming meeting.

Best regards,

Susan Meek
 Director
 DCSD Board of Education

Attachments:

1. Draft Executive Limitations (Proscriptive Language)
2. Presentation on Executive Limitations: “Creating Meaningful Trust and Empowerment through Clear Boundaries”