

## Exemplary Board Governance Team Assessment

### 2 Board Members:

Suzan Gibson, At large

Gloria Hunt, District 1

### 2 Community Members:

Barton Mathews

Denia Reese

### 1 Central Office Administrator:

AJ Daniel, Director of HR

# Exemplary Committee Compilation

## Domain I. Governance Structure, Rating Satisfactory

A. STANDARD: The governance leadership team is comprised of the local board of education and the superintendent, and adheres to appropriate roles and responsibilities, as defined in the state constitution, state law, local act, and board policy.

Comments:

The BOE members understand their role and allow the superintendent to manage the daily operations of the school system. The board and superintendent structure the operational and long-term goals effectively. The Catoosa County BOE elects its officers at the first meeting in January each year in compliance with state regulations and local policies

B. STANDARD: The governance leadership team executes its duties as defined in the state constitution, state laws, and state board rules consistent with local board policies, accreditation standards, procedures and ethical standards, which govern its conduct.

Comments:

The BOE spends time each year reviewing the code of ethics and conflict of interest policy at the whole board training. The board of directors operates effectively and efficiently. They follow policy and ethical codes.

C. STANDARD: The board acts as a policy-making body separate from the roles and responsibilities authorized to the superintendent.

Comments:

The BOE and superintendent have defined roles as outlined in state board rule. The board fully supports the superintendent and lets the superintendent handle operational issues. Policy recommendations are presented by the Superintendent at BOE meetings, where approval is required.

D. STANDARD: The governance leadership team demonstrates a unified approach to governing the school system in order to assure effective fulfillment of roles and responsibilities.

Comments:

The BOE consistently exceeds training requirements. GSBA annual BOE training is required and conducted, Additionally, New Board Member training is also required for any newly elected BOE members. The CCPS Superintendent attends both annual and new member training. The Board is unified, collaborates and works extremely well together for the school system.

## Domain II. Strategic Planning, Rating Satisfactory

A. STANDARD: The governance leadership team provides input to and adopts the system's strategic plan.

Comments:

The BOE participates in the strategic planning process, setting the mission, vision, and strategic objectives. The governance leadership team works well with the board of directors to adopt updated strategic plans and processes. The leadership team uses up-to-date data and events to help develop a strategic plan and method of evaluation. This is crucial to the continued growth of the school system. The BOE and Superintendent recognize strategic planning is vital to the success of the school system. It provides the navigation that keeps the school system moving to continuously improve student achievement and organizational effectiveness.

B. STANDARD: Annually and as needed, utilizing the adopted strategic planning process, the governance leadership team monitors and reports progress on performance measures.

Comments:

The BOE utilizes eBOARD to the fullest extent to monitor the strategic objectives, self-assessment and action plan. The Strategic Plan guides all activities performed within the school system. Status of performance measures is the focus of all gatherings/meetings and re-establishes priorities if needed to insure continued timely progress of goals.

### **Domain III. Board and Community Relations, Rating Satisfactory**

A. STANDARD: The governance leadership team develops a process for creating a culture where input is sought, heard, and valued.

Comments:

The BOE has a history of involving the community in all decision-making. Examples include strategic planning, ESPLOST town hall meetings, and the transition to Charter System. The team provides open-door leadership and welcomes outside involvement and communication to help foster improvement in their strategic plan. Agendas, minutes, scorecards, policies, surveys, and monthly Superintendent messages are published on the CCPS website.

B. STANDARD: The board develops policies to ensure effective communication and engagement of all stakeholders' which support the strategic plan, desired culture and continuous improvement of the school system.

Comments:

The BOE communicates with parents and community members regularly. Examples include the superintendent's monthly newsletter, town hall meetings, news articles, and text messages. The communication plan is well-developed and implemented. Outside members of the community feel engaged and knowledgeable of strategic plans and progress. The CCPS BOE meetings are now being live-streamed and recorded as each meeting occurs. In addition, public participation is encouraged at each BOE meeting. There are sign-up sheets, however if someone fails to sign up, they are still given an opportunity to speak. They are held to a five minute limit, however they are not interrupted (within reason) in the event they are still speaking.

C. STANDARD: The governance leadership team ensures processes that develop, communicate and maintain procedures for communications by stakeholders which result in resolution of issues and concerns supporting the strategic plan, desired culture and continuous improvement of the school system.

Comments:

Academic achievement is reported to parents through school and system newsletters. Board meetings prioritize a significant amount of time to progress monitoring. The outside community is completely aware of the current progress of how stakeholder concerns are addressed/resolved. **CCPS BOE is extremely transparent with their decisions. Public participation is encouraged.**

## Domain IV. Policy Development, Rating Satisfactory

A. STANDARD: The board of education adopts, revises, and follows written policies that are clear, up-to-date, and compliant with the school system's strategic plan, state constitution, state and federal laws, and state board rules.

Comments:

The board partners with GSBA/Simbli every five years for a full review and update of board policies. The policies are reviewed and updated as required and are posted on the CCPS Simbli site and CCPS website. Policies are reviewed/updated regularly and posted on the CCPS Website.

## Domain V. Board Meetings, Rating Satisfactory

A. STANDARD: The board announces and holds meetings in accordance with

local board policy and the Open Meetings Law (O.C.G.A. §50-14-1).

Comments:

The BOE strictly adheres to local board policy and the Open Meetings Law. The board meetings are streamed live. The Board of Education conducts these meetings within the guidelines and exceeds expectations. The CCPS BOE conducts all meetings in accordance with local policy and the Open Meetings Law.

## **Domain VI. Personnel, Rating Satisfactory**

A. STANDARD: The board of education employs a superintendent who acts as the Executive Officer of the school system.

Comments:

The BOE follows all GSBA recommendations regarding the hiring of the superintendent. The Board of Education empowers the superintendent to handle operational activities and has an effective method of evaluation of the superintendent. The BOE is fully committed to hiring an individual to serve as superintendent who is qualified and capable of running all day-to-day operations of the school system, especially the quality of education provided to all students.

B. STANDARD: The board of education evaluates the professional performance of the superintendent.

Comments:

The BOE uses GSBA's superintendent evaluation instrument. The board of directors evaluates the superintendent in a correct time and process. They are educated on proper metrics and methods used to develop a strategic evaluation process. The BOE formally evaluates the Superintendent annually, however continuous feedback between the BOE and Superintendent is not uncommon. The formal evaluation heavily weighs performance based on the strategic plan, however other professional goals, such as training, are included.

C. STANDARD: The board adopts personnel policy that is implemented by the superintendent.

Comments:

The BOE does not engage in personnel issues, only to accept or reject the recommendations of the superintendent. CCPS policies are recommended by the Superintendent for action by the BOE. All policies are in compliance with federal, state, or local requirements.

## **Domain VII. Financial Governance, Rating Satisfactory**

A. STANDARD: The board of education upon recommendation of the superintendent adopts a budget that adheres to State law provisions and consistent with its strategic plan.

Comments:

The BOE adopts a budget after months of planning and community engagement. The superintendent and board work together to ensure financial stability and fiscal responsibility. Updated financial reports are provided at each monthly BOE meeting. Additionally, upcoming budget items are discussed as needed.

B. STANDARD: The board of education adopts policy for sound fiscal management and monitors the implementation of the budget in accordance with state laws and regulations.

Comments:

The BOE spends a significant amount of time at each board meeting monitoring the financial reports. Both the board of directors and the superintendent work to maintain financial clarity and responsibility. The Superintendent is held accountable for managing the CCPS budget. Budget decisions align with the strategic plan as well as operations of the entire school system - not just one interest group. The CCPS Finance Department conducts regular budget meetings/training with individual schools/staff in order to have complete understanding and compliance for budget items. Outside financial audits are conducted annually.

## Domain VIII. Ethics, Rating Satisfactory

A. STANDARD: The governance team adheres to, adopts and practices a Code of Ethics, avoids conflicts of interest, and annually reviews ethical standards to ensure and enhance governance structure and organizational effectiveness.

Comments:

The BOE reviews the Ethics and Conflict of Interest policies each year. The Catoosa County Board of Directors and the superintendent exemplify clear ethical policy and performance of that policy. Conflict of Interest and Ethics policies are in accordance with State Models and Standards