



SCHOOL BOARD ACTION REPORT

DATE: November 27, 2017
FROM: Executive Committee of the Board
LEAD STAFF: JoLynn Berge, Assistant Superintendent for Business & Finance,
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For Introduction: January 3, 2018
For Action: January 17, 2018

1. TITLE

Amend Superintendent 2017-18 SMART Goal

2. PURPOSE

This action would change language in SMART goal 3 from “Program Review” to “Program Summary”

3. RECOMMENDED MOTION

I move that the School Board:

- 1) Amend the Superintendent 2017-18 SMART, as attached to the Board Action Report.

4. BACKGROUND INFORMATION

a. Background:

Board directors have asked for a change in language to better reflect what these documents represent. Directors stated the term “review” implied a more comprehensive document than was intended and that “summary” would better describe what these documents are.

- b. Alternatives:** The Board could choose to leave the language as “Program Review.”

- c. Research:** N/A

5. FISCAL IMPACT/REVENUE SOURCE

No fiscal impact.

The revenue source for this motion is general fund.

Expenditure: One-time Annual Multi-Year N/A

Revenue: One-time Annual Multi-Year N/A

6. COMMUNITY ENGAGEMENT

Not applicable

Tier 1: Inform

Tier 2: Consult/Involve

Tier 3: Collaborate

7. EQUITY ANALYSIS

Not applicable.

8. STUDENT BENEFIT

This is a technical language change only.

9. WHY BOARD ACTION IS NECESSARY

Amount of contract initial value or contract amendment exceeds \$250,000 (Policy No. 6220)

Amount of grant exceeds \$250,000 in a single fiscal year (Policy No. 6114)

Adopting, amending, or repealing a Board policy

Formally accepting the completion of a public works project and closing out the contract

Legal requirement for the School Board to take action on this matter

Board Policy No. 1630, Evaluation of the Superintendent, provides the Board establishes the evaluative criteria for evaluating the performance of the Superintendent. Therefore, Board action is required.

Other: Requested language change by directors.

10. POLICY IMPLICATION

None.

11. BOARD COMMITTEE RECOMMENDATION

The 2017-18 Superintendent SMART Goals were discussed at work sessions on March 22, 2017 and April 18, 2017. The draft goals and rubrics attached to this motion are based on feedback from those meetings.

This amendment was discussed at the Audit & Finance Committee meeting on November 6, 2017. The Committee reviewed the documents and suggested edits. This motion was discussed again at the Audit and Finance Committee meeting on December 11, 2017. The committee reviewed the motion and moved the item forward with a recommendation for approval by the full board.

12. TIMELINE FOR IMPLEMENTATION

Immediate upon approval.

13. ATTACHMENTS

- 2017-18 Superintendent Evaluation SMART Goal 3 & Rubrics (for reference), showing proposed language change.

SMART Goal #3	Goal 3: Budget - By May 31, 2018, the district will continue to conduct budget community engagement activities and analysis to inform the 18-19 budget. The district will continue an analysis and comparison of costs and benefits of major activities, initiatives and programs including looking for efficiencies within.
Problem Statement	SPS projects a significant budget deficit for school year 2018-19. Unless significant funding is received from the legislature, we will be turning over every rock looking for ways to reduce costs. Currently 2018-19 school year looks to have a major budget shortfall of \$50+ million. One time reserves have already been used. A budget deficit of this size will impact school and central office staffing, thus either additional state funding will need to be received, or costs will need to be reduced. Additionally, if budget information is not adequately communicated to our stakeholders, SPS will lose their support in communicating its budget situation to others and an informed public that understands the difficult decisions that must be made creates a stronger relationship between SPS and its stakeholders.
Baseline, June 2017	Basic
Target, June 2018	Basic* (working toward proficient, dependent on budget)
Committee	C&I Committee

WORST

BEST

Low Red	High Red	Low Yellow	High Yellow	Low Green	High Green
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Key Organizational Behaviors

	Unsatisfactory	Basic	Proficient (all of the elements of Basic plus...)	Distinguished (all of the elements of Proficient plus...)
Program Review Summary	Fails to fulfill the responsibilities identified as basic.	Activities, initiatives and programs for which analysis is desired are outlined. For each program an information one pager is developed that includes basic information about the program, including FTEs, total expenditures, locations, etc. Ten initial drafts completed by August 1. Evidence/Outcome Measures: List of activities and program is developed. Ten one pagers.	20 one pagers, in total are complete by August 1. Evidence/Outcome Measures: 20 one pagers	40 one pagers, in total are complete by Aug 1. Evidence/Outcome Measures: 40 one pagers
Community Engagement	Fails to fulfill the responsibilities identified as basic.	Distributes revenue and expenditures of SPS budget to internal and external stakeholders Evidence/Outcome Measures: Meeting dates/meeting materials.	Meetings are held with labor partners, community based organizations and at least three parent meetings where the budget situation for 18-19 is discussed and feedback is requested. The Community Engagement Toolkit is used to determine the level of stakeholder involvement. Budget presentations are made at LLD days, upon request. WSS Committee meetings are held. Evidence/Outcome Measures: Meeting dates/meeting materials/feedback is gathered.	More than three parent/community meetings about the budget are held. Two "high-level overview" budget sessions are held. Monthly WSS committee meetings are held. Evidence/Outcome Measures: Meeting dates/meeting materials/feedback is gathered.

	Unsatisfactory	Basic	Proficient (all of the elements of Basic plus...)	Distinguished (all of the elements of Proficient plus...)
Budget Options	Fails to fulfill the responsibilities identified as basic.	Develops budget options to reflect changes in levy and compensation policy by the legislature. The Race and Equity Tool is used in the development of all budget options. Evidence/Outcome Measures: Budget option documents.	Completes analysis after each budget is released (Gov/Senate/House) to provide feedback to legislative members. Evidence/Outcome Measures: Analysis is completed.	Analysis of conference budget is completed within 3 days of release. Lists of programs/activities, etc. will be developed by August 1st and will inform the options developed. Evidence/Outcome Measures: Analysis is completed.