

EXECUTIVE LIMITATION 1.3 –
EMERGENCY SUCCESSION

TO: Board of Education

From: Superintendent – DCSD

Re: Internal Monitoring Report – Emergency Succession

I hereby present my monitoring report on our Emergency Succession Executive Limitation 1.3 in accordance with the monitoring schedule as set forth in board policy. I certify the information in this report is true.

Signed  Date: March 3, 2009
Superintendent – DCSD

EL 1.3 Emergency Succession

In order to protect the Board in the event of a sudden loss of Superintendent services, the Superintendent shall assure no fewer than two (2) other executive staff members are familiar with Board and Superintendent issues and processes and are capable of assuming Superintendent responsibilities on an emergency basis, should the unexpected need arise.

Interpretation: The Superintendent will designate a minimum of two executive staff from his Cabinet, who has knowledge of the BOE “ends statements”, executive limitations, district budget, staff relations, learning issues and public engagement. Designees will be involved in Board Policy interpretations, data collection and monitoring reports. Designees will be fully aware of the Board’s monitoring schedule and essential actions in reporting to the Board.

Data Reported:

- There is a clear order of succession during an absence of the Superintendent. Steve Herzog, Deputy Superintendent and Chief Operations Officer, Annette Fante, Assistant Superintendent for Learning Services and Bill Hodges, Assistant Superintendent for Human Resources have been designated to succeed temporarily in the Superintendent’s absence.
- Regular meetings have been held by the Superintendent as needed with designees to discuss: budget, personnel, executive limitations, etc.

- Designees are fully aware of the Board's monitoring report schedule. Reviews of monitoring reports are conducted during Superintendent's Cabinet meetings in advance of a Board presentation.
- Project Team and System Improvement Team work is monitored on an ongoing basis by the Superintendent and his Cabinet in support of Board Goals and Executive Limitations.
- Preparation for BOE Retreats is coordinated at the Superintendent's Cabinet meetings.
- BOE bi-monthly meeting agenda items are discussed at the Superintendent's Cabinet meetings – including, but not limited to, “ends statements work”, opening of new schools, budget issues, policy related issues, etc.
- The Deputy Superintendent and the two Assistant Superintendents have represented the Superintendent at a large number of community meetings: i.e., Douglas County Cultural Commission, CREDCO, Board meetings, service organizations, Regional Parent/Community Campaign Meetings, etc.
- All three have a working knowledge of Policy Governance from working with consultant Jim Wiegel.