

**ATTACHMENT A**  
1-10-18 meeting minutes

[Policy](#) Monitored: *EL-7 Budget Planning & Execution*  
Date [Report](#) submitted: 12-6-17

Date of Board's Monitoring Response: [Jan. 10 discussion](#)

The board has received and reviewed the superintendent's monitoring report referenced above. Following the board's review and discussions with the superintendent and his representatives, the board makes the following conclusions:

<b><u>Ends Reports:</u></b>	<b><u>Executive Limitations Reports</u></b>
<ol style="list-style-type: none"> <li>1. The board finds that the superintendent:               <ol style="list-style-type: none"> <li>a. has achieved the goals established in the policy.</li> <li>b. is making reasonable progress towards achieving the goals.</li> <li>c. is making reasonable progress towards achieving the goals, but a greater degree of progress is expected in some areas.</li> <li>d. is not making reasonable progress in achieving the goals established.</li> <li>e. cannot be determined</li> </ol> </li> </ol>	<ol style="list-style-type: none"> <li>1. The board finds that the superintendent:               <ol style="list-style-type: none"> <li>a. <b>is in compliance.</b></li> <li>b. is in compliance, except for items(s) noted.</li> <li>c. is making reasonable progress toward compliance</li> <li>d. is <i>not</i> in compliance <b>or</b> is <i>not</i> making reasonable progress toward compliance.*</li> <li>e. cannot be determined</li> </ol> </li> </ol>

1. Please note commendable progress over the last year.
  - The district's continued close work with community partners.
  - Ongoing communication with our stakeholders regarding district initiatives, such as 1:1 technology, the 4x8 high school schedule, and changes to elementary and high school start and end times.
  - Clear evidence of comprehensive involvement of stakeholders and other community partners in both planning and funding. Shows community involvement. Similar with intra-district involvement.
  - The successive string of clean audits (12 years in a row) is impressive and reassuring.
  - It should be noted that this reporting period particularly was impacted by substantial changes at the state level (EHB 2242), making the associated tasks especially difficult. Well done.
  - The district clearly and effectively communicated budget updates and challenges during an uncertain legislative session.
  - Excellent progress in securing diverse district resources, including through awarded grants that promote equity and access.
  - The italicized comments were a great addition to the report.
  - The decision to purchase new school buses was one of the best decisions made recently.
  - Continued work in developing and expanding community partnerships is commendable.
  - The addition of multi-year projections and commentary specific to building future capacity are appreciated.

2. Please note areas for additional improvement.
  - It would be helpful to see how grants aligned with specific ends.
  - The board looks forward to an update on how the district is implementing Government Finance Officers Assoc. (GFOA) Best Practices guidelines in the future, and feedback to the board if the Bellingham Promise or board policies are inconsistent with or do not support GFOA Best Practices.
  
3. Comments on the report itself.
  - Clean and concise reporting.
  - Clear, readable with great embedded links. Appreciate the italicised sections to highlight new developments.
  - The budget milestones and key communications around the budget clearly demonstrate work on respective goals.
  - Clear and concise. The district's view of the budget as a "moral document" is evident in this report.
  - Excellent report. The constant improvement shows how well the team listens to the board and aims for both transparency to the public and high level performance. Overall, the board thinks Budget Planning and Execution is something this district does better than 99% of the districts in the nation. The board believes this is very important as the community continually supports the district by approving bonds and levies.
  - Appreciate link to GFOA best practices.
  
4. Possible changes to the [policy](#).
  - Suggest changing to four-year (rather than three-year) to align with state requirements.:  
2.c: "Prepare a four-year forward-looking budget for building organizational capacity to achieve board ends in future years."