Washougal School District 112-6
Executive Responsibility 11 – Communication and Counsel to the Board
Board Review Date: October 13, 2026

The Superintendent will work with the Board as a whole providing concise and timely information from as many sources as necessary for the Board to make informed decisions			
Superintendent Will:	**Evidence Requested**	**Board Notes**	**In Compliance**
1. Submit monitoring data required by the Board directly addressing provisions of the Board policies being monitored; Advise the Board if, in the Superintendent's opinion, the Board is not in compliance with its own policies on Governance Process;	Our new strategic plan includes updated metrics to measure district performance. The District Performance Scorecard, which features new Key Performance Indicators (KPIs) and performance targets, is being added to the Strategic Plan and will be updated regularly. The Superintendent and Executive Team will present the Ends Report for the 2026-2031 Strategic Plan to the Board on October 13, 2026 and discuss successes and challenges. The Board will have an opportunity to approve the 2026-2027 Board and Superintendent Operating Principles at the October 27, 2026 board meeting. The Operating Principles outline the: ● Purpose of the operating principles ● The board job description and relationship with the superintendent ● Role of board leadership ● Role of the Superintendent ● Meeting operations and decision making ● Communications		X
2. Advise the Board in a timely manner of: ● relevant trends, facts, information, and legal proceedings; ● changes in assumptions upon which Board policy has been established; ● any anticipated formal mass communication with the public; ● any anticipated significant media coverage.	The Superintendent and Board leadership meet regularly to maintain a planning document for Board meeting content and to plan for each Board work session and regular board meeting agenda development. The Superintendent also meets monthly with individual board directors. Any relevant policy revision recommendations from WSSDA will be reviewed. Appropriate revisions will be provided to the Board at subsequent board meetings for a first reading. Additionally, policy revisions will be brought forward as warranted to meet the timely operational and academic program needs and district legal requirements.		X

	The Superintendent provides updates to the Board Directors via email, phone, memorandum briefings, and executive session regarding information that could potentially be in news media coverage. The Superintendent continues to support the Board in their communication with the public by developing a shared calendar of opportunities for the board to interact with students, parents, and the community. Additionally, the Superintendent will look for additional opportunities to provide information to the Board of Directors that will support the Board's communication to the Washougal community regarding school district programs and initiatives. The content of district publications, press releases, school newsletters, and annual Reports to the Community are being aligned with the strategic goals of the Board in order to keep the community regularly informed of district initiatives and progress.		
3. Advise the Board of significant transfers of money within funds or other changes substantially affecting the district's financial condition.	To ensure sound fiscal management, our Board dedicates time at its meetings to review preliminary and final budget information. Each year, a June work session is specifically reserved to review the state legislative budget impacts. The Superintendent and Executive Team present the final outcomes from the Washington State Legislature and the Governor's office, detailing a plan to incorporate or adjust to these state-level decisions. Given anticipated financial challenges in the 2026-2027 school year, the Superintendent will also provide regular, proactive updates on staffing and budget status to the Board, staff, and community throughout the year.		X
4. Provide a mechanism for official Board or committee communications (see also ER12).	The Superintendent will work with the Board leadership to identify opportunities for board members to be involved in district committee processes (e.g. Resource Optimization Workgroup). Additionally, the Superintendent and communications team will utilize newsletter articles, press releases, Parent Square messages, direct mailings to Washougal residents, email, and social media to inform district patrons and key communicators.		X