

**BRIEFING/MONITORING REPORT TO THE BOARD**

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| **DATE:** | **May 18, 2022** |
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| **TO:** | **BOARD OF DIRECTORS, PUGET SOUND EDUCATIONAL SERVICE DISTRICT** |
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| **FROM:** | **JOHN WELCH, SUPERINTENDENT/CEO**  **PUGET SOUND EDUCATIONAL SERVICE DISTRICT** |
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| **TOPIC:** | **GOVERNANCE PROCESS (GP) 07 AGENDA PLANNING** |

**REPORT PURPOSE:**

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| 🞏 | **Policy Development/Review/Enhancement/Approval** | **🞏** | Board Monitoring CEO Report |
|  | 🞏 **Ends Policy and Sub-Ends Policy** |  | 🞏 Ends |
|  | 🞏Executive Limitations Policy |  | **🞏** Executive Limitations |
|  | 🞏 Board-Management Delegation Policy | **⌧** | Board Monitoring Board Report |
|  | 🞏 Governance Process Policy |  | **🞎** Board-Management Delegation Policies |
| 🞏 | Board Implementation of Policy |  | ⌧ Governance Process Policies |
|  | 🞏 Board-Management Delegation Policies | 🞏 | Incidental Report |
|  | 🞏 Governance Process Policies |  | 🞏 Superintendent |
| 🞏 | Ownership Linkage Report |  | 🞏 Board Chair |
| **BACKGROUND:** | |  | 🞏 Other: Briefing Report |

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| **POLICY TITLE:** GP 07: Agenda Planning | **POLICY NO:** 07 |
| **POLICY SECTION:** Policy Governance – Governance Process | |
| **DATES REVIEW:**  Adopted – February 2001  Amended- February 2006, June 2013, August 2016, December 2019  Last Monitored and Approved – May 2022 | |
| **BOARD POLICY REVIEW FREQUENCY:**  Every Year in August | |
| **BOARD MONITORING CEO FREQUENCY:** One Time a Year | |
| **BOARD CHAIR SIGNATURE:** | |

Current Policy Language

BOOK POLICY GOVERNANCE POLICIES (GP) 07: AGENDA PLANNING

To accomplish its job with a governance style consistent with Board policies, the Board will follow an annual agenda that schedules (1) continuing review, monitoring and refinement of Ends/Sub-Ends policies, (2) linkage meetings with the identified ownership and staff groups, (3) monitoring of policies, and (4) activities to improve board performance through education, enriched input, and deliberation.

Accordingly:

1. The planning cycle will end each year in June in order that administrative decision-making and budgeting can be based on accomplishing the next board fiscal year.
2. The planning cycle will start with the Board’s development of its agenda for the next year, and will include:
3. Scheduled linkage discussions and consultations with selected groups and persons whose insights and opinions will be helpful to the Board.
4. Education discussions on governance matters, including orientation of new Board members in the Board’s governance process, and periodic discussions by the Board about means to improve its own process.
5. Education related to Ends policies.
6. Throughout the year the Board will attend to consent agenda items as expeditiously as possible. An item may be removed from the consent agenda for separate consideration and discussion at the request of one or more members of the Board.
7. Monitoring of Ends/Sub-Ends governance process policies, board management delegation policies and executive limitation polices will occur in the section on the agenda referred to as Agency Policy Monitoring.

Superintendent Interpretation & Action

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| **RECOMMENED MOTION**  That the Governance Process Policy 07: Agenda Planning be approved as in compliance. |