

**BRIEFING/MONITORING REPORT TO THE BOARD**

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| **DATE:** | **March 16, 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) 06 BOARD COMMITTEE PRINCIPLES AND STRUCTURE** |

**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 06: Board Committee Principles and Structure | **POLICY NO:** 06 |
| **POLICY SECTION:** Policy Governance – Governance Process | |
| **DATES REVIEW:**  Adopted – February 2001  Amended February 2006, June 2019  Last Monitored and Approved – March 2022 | |
| **BOARD POLICY REVIEW FREQUENCY:**  Every Two Years in March | |
| **BOARD MONITORING CEO FREQUENCY:** Year Two | |
| **BOARD CHAIR SIGNATURE:** | |

Current Policy Language

BOOK POLICY GOVERNANCE POLICIES (GP) 06: BOARD COMMITTEE PRINCIPLES AND STRUCTURE

Board committees, when used, will be used to support the work of the Board and to reinforce the wholeness of the Board’s job, and never to interfere with delegation of authority from the Board to the Superintendent.

Accordingly:

1. Board committees are to assist the Board to do its job, not to direct or advise the staff. Committees ordinarily will assist the Board by preparing policy alternatives implications, or recommendations for Board consideration. In keeping with the Board’s broader focus, Board committees will not have direct dealings with staff operations unless specifically given that authority by the Board.
2. Board committees may not speak or act for the Board except when formally given such authority by the Board for specific and time-limited purposes. Expectations and authority will be stated carefully by the Board to assure that committee authority will not conflict with authority delegated to the Superintendent.
3. Board committees cannot exercise authority over the Superintendent or staff. Because the Superintendent works for the full Board, any direction to the Superintendent related to a committee recommendation must come from the full Board.
4. Board committees are expected to avoid over-identification with organizational parts rather than the whole. Therefore, a Board committee which has helped the Board create policy will not be used to monitor organizational performance on that same subject.
5. This policy applies only to committees which are formed by Board action, whether or not the committees include Board members. It does not apply to committees formed under the authority of the Superintendent.
6. A committee ceases to exist as soon as its task is complete.
7. Board committee structures shall include Name, Purpose/Charge, Membership, Reporting Schedule and Term.

Superintendent Interpretation & Action

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| **RECOMMENED MOTION**  That the Governance Process Policy 06: Board Committee Principles and Structure be approved as in compliance. |