

# MHUSD Board of Education

## Self-Evaluation Survey and Procedure

### September 2020

#### Survey Description

MHUSD [Bylaw 9400](#) stipulates that “[the]Governing Board shall annually conduct a self-evaluation in order to demonstrate accountability to the community and ensure that district governance effectively supports student achievement and the attainment of the district's vision and goals.”

The Board Self-Evaluation is divided into three main sections. Sections I and II focus on Board Governance and Board Responsibilities. Each of these two sections cover four domains. Within Board Governance, the first set of questions focuses on *individual* board member performance actions. All other domains in Sections I and II represent an evaluation of the Board as a whole. Section III focuses on overall perceptions of the Board’s areas of strengths, improvement, and recommended future focus.

#### Survey Response Instructions

The MHUSD Board Self Evaluation will be sent electronically to each of the district’s seven elected board members.

##### *Sections I and II Instructions:*

The first two sections use a five-point Likert-style frequency scale format (shown below). Frequency scales are most appropriate for surveys that seek to capture how often people perform certain actions.

Almost Always <input type="radio"/>	Often <input type="radio"/>	Occasionally <input type="radio"/>	Rarely <input type="radio"/>	Never <input type="radio"/>
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Board members should select the response that most closely represents their perception of the Board’s performance. *\*A response for each question in Sections I and II will be required.*

##### *Section III Instructions:*

The third section of the Board Self Evaluation will allow for open-ended, written responses. Board members should type in a brief, written response to each question. *\*A response for each open-ended question in Section III will be required.*

#### Reporting of Survey Results

For Sections I and II, responses to each question will be reported using a color-coding strategy adopted from the California School Board Association (CSBA) to aid with interpretation. The

image below represents how this strategy will be employed. Green and blue will be used for areas of strength, and yellow and red will be used for areas of improvement. The results for each question will be color coded based on the degree of agreement among the board members:

- If all seven trustees rate a question as *Almost Always* or *Often*, then it would be reported with the color **GREEN** and would be interpreted as a STRENGTH for all members.
- If four (4) or more trustees rate a question as *Almost Always* or *Often*, then it would be reported with the color **BLUE** and would be interpreted as a STRENGTH for a majority of members.
- If four (4) or more trustees rate a question as *Occasionally*, *Rarely*, or *Never* then it would be reported with the color **YELLOW** and would be interpreted as an area of GROWTH for a majority of members.
- If all seven trustees rate a question as *Occasionally*, *Rarely*, or *Never* then it would be reported with the color **RED** and would be interpreted as an area of GROWTH for all members.

For Section III, all open-ended responses will be aggregated by question, and provided as verbatim transcriptions. No summary interpretations will be provided.

**MHUSD [Bylaw 9400](#) stipulates that any discussion of this Board self-evaluation will take place during an open session meeting.**

## Proposed Board Self-Evaluation Timeline

Tuesday, Sept. 15, 2020: Regular Board Mtg.	Review Board Self-Evaluation Survey and Evaluation Process in Open Session (Possible Approval)
9/15/20 – 10/2/20	Editing of Survey or Process documents as determined on 9/15/20; Modified version(s) to be published as attachments with Agenda on 10/2/20 [Trustees Gilliard, Gittens & Sullivan].
Tuesday, Oct. 6, 2020: Regular Board Mtg.	Approve Board Self-Evaluation Survey and Evaluation Process in Open Session
Monday, Oct. 12, 2020	Distribute electronic survey to all MHUSD Board Members
Monday, Oct. 26, 2020	[Close electronic survey after 14 days.]
10/26/20 – 10/30/20	Preparation of Board Self-Evaluation Report to be published as attachments with Agenda on 10/30/20. [Trustees Gilliard, Gittens & Sullivan].
Tuesday, Nov. 3, 2020: Regular Board Mtg.	Discuss Board Self-Evaluation Report in Open Session