

**DOUGLAS COUNTY SCHOOL DISTRICT BOARD ITEM**  
**BOE Meeting: February 11, 2025**

**Subject:** GP 1.3, Board President Responsibilities

**Recommended Action:** The Board of Education may submit comments, ask for clarification, and request additional information to assist the Board in the compliance ruling for these policies, which will occur February 11, 2025 as recommended by Director Kaylee Winegar, Douglas County School District Board of Education.

**Pertaining to Governance Policy:** GP 1.3, Board President Responsibilities. Complete policy language is linked [here](#).

**Background:** The Douglas County School Board performs a routine and systematic process of self-evaluation where it regularly reviews its Board-Superintendent Linkage and Board Process policies. The review is meant to be positive, constructive, and educational.

**Rationale/Objective:** The objective of monitoring GP 1.3, Board President Responsibilities is three-fold:

1. To ensure that Douglas County School District Board of Education is in compliance with this policy;
2. To hold itself accountable to the public for its performance; and,
3. To review policy wording.

**Cost/Benefit Analysis:** NA

**Alternatives:** The Board of Education may:

- a) Accept the report as is and adopt a resolution at the March 4, 2025 meeting, indicating that the Board is in compliance;
- b) Not accept the report and ask that changes to the report be made and brought back for further discussion; or,
- c) Accept the report as is and adopt a resolution at the March 4, 2025 meeting stating that the Board is out of compliance.

**Date:** February 11, 2025

## Memorandum

**TO:** Board of Education  
**FROM:** Director Kaylee Winegar, DCSD Board of Education  
**DATE:** February 5, 2025  
**SUBJECT:** Monitoring Report for Governance Process 1.3, Board President Responsibilities

I certify that, to the best of my knowledge, this information is accurate as of February 5, 2025

**Period Monitored:** May 7, 2024 (most recent self-evaluation) through February 5, 2025

**Monitoring Report Status:** **Compliant**

**Evidence:** All evidence is available through the Board Secretary.

Unless otherwise specified, evidence used in monitoring this policy is from attending board meetings during the evaluation period, these can be viewed on DCSD's [Youtube channel](#). Board meeting agendas and minutes can be found [here](#).

***GP 1.3 Board President Responsibilities: The Chair of the Board shall be titled "President." The President of the Board ensures the integrity of the Board's process and normally serves as the Board's official spokesperson. Accordingly, the President has the following authority and duties:***

***1.3.1 To lead the Board so that the Board's performance is consistent with its own rules and policies and those legitimately imposed on it from outside the organization. **Compliant*****

***1.3.1.1 Board meeting deliberations are conducted and monitored to include only Board issues that, as defined in Board policy, belong to the Board to decide or monitor. Deliberations are fair, open and thorough, but also efficient, timely, orderly, and to the point. **Compliant*****

***1.3.1.2 To make decisions that fall within the topics covered by Board policies on Governance Process and Board-Superintendent Linkage, except a) concerning the employment or termination of a Superintendent, and b) where the Board specifically delegates portions of this authority to others. The President is authorized to use any reasonable interpretation of the provisions in those policies **Compliant*****

***1.3.1.3 The President has no authority to make decisions about policies created by the Board in the Ends and Executive Limitations policy areas. **Compliant*****

***1.3.1.4 The President has no authority to supervise or direct the Superintendent. **Compliant*****  
See included email from Superintendent, Erin Kane.

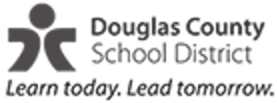
**1.3.2 To represent the Board to outside parties in announcing only Board-stated positions and in stating decisions and interpretations within the areas delegated to him or her. The President may delegate this authority to other Board members when appropriate, but remains accountable for its use. *Compliant*** – the President has one example of announcing Board interpretations when requested for a comment from the Denver Gazette in December 2024 around school pairings. President Williams delegated, and reviewed, that response to Director Geiger. See article [here](#)

**1.3.3 To sign all contracts and official Board reports authorized by the Board. *Compliant*** See included email from Assistant Secretary, Ronnae Brockman.

**1.3.4 In the absence or inability of the President, the Vice-President shall have and perform all of the powers and duties of the President. – *N/A*** – President Williams was not absent or unable to perform all powers and duties during this evaluation period.

**1.3.5 The Board President is required to set the agenda and run the agenda planning meeting (GP 1.5) *Compliant*** – President Williams has ran all agenda meetings and approved all agendas.

**Conclusion:** To the best of my knowledge this information is accurate as of February 5, 2025. This report should reflect that the Board is **in compliance** with GP 1.3, Board President Responsibilities.

Kaylee Winegar <[kwinegar@dcsdk12.org](mailto:kwinegar@dcsdk12.org)>

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## GP 1.3.1.4 - Confirmation

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**Erin Kane** <[Erin.Kane@dcsdk12.org](mailto:Erin.Kane@dcsdk12.org)>  
To: Kaylee Winegar <[kwinegar@dcsdk12.org](mailto:kwinegar@dcsdk12.org)>

Wed, Feb 5, 2025 at 8:30 PM

Hi Kaylee -

The statement is accurate.

Thanks!



**Erin Kane**  
Superintendent

303.387.0123 | [ejkane@dcsdk12.org](mailto:ejkane@dcsdk12.org)  
620 Wilcox Street, Castle Rock, CO 80104



On Tue, Feb 4, 2025 at 10:12 PM Kaylee Winegar <[kwinegar@dcsdk12.org](mailto:kwinegar@dcsdk12.org)> wrote:

Hi Erin -

In doing the self-evaluation for GP 1.3 Board President Responsibilities, can you please reply with your confirmation (or not) of the following:

*Consistent with the provision in Governance Process 1.3.1.4, the current and former Board of Education President did not supervise or direct me as the superintendent in the past year (May 7, 2024 to February 5, 2025).*

Thanks so much!

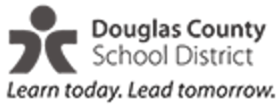
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**Kaylee Winegar**  
Board of Education  
Vice President  
Director District G

303.387.0258 | [kwinegar@dcsdk12.org](mailto:kwinegar@dcsdk12.org)  
620 Wilcox Street, Castle Rock, CO 80104



Kaylee Winegar <[kwinegar@dcsdk12.org](mailto:kwinegar@dcsdk12.org)>

## GP 1.3.3 - Confirmation

**Ronnae Brockman** <[rbrockman@dcsdk12.org](mailto:rbrockman@dcsdk12.org)>  
To: Kaylee Winegar <[kwinegar@dcsdk12.org](mailto:kwinegar@dcsdk12.org)>

Wed, Feb 5, 2025 at 8:34 AM

Hi Kaylee,

As the Board of Education Assistant Secretary, I certify that, to the best of my knowledge, the Board President has signed all contracts and official Board reports authorized by the Board [GP 1.3.3], during the evaluation period of May 7, 2024 to February 5, 2025.

Kind regards,  
Ronnae

On Tue, Feb 4, 2025 at 10:16 PM Kaylee Winegar <[kwinegar@dcsdk12.org](mailto:kwinegar@dcsdk12.org)> wrote:

Hi Ronnae -

In doing the self-evaluation for GP 1.3 Board President Responsibilities, can you please reply with your confirmation (or not) of the following:

*As the Board of Education Assistant Secretary, I certify that, to the best of my knowledge, the Board President has signed all contracts and official Board reports authorized by the Board [GP 1.3.3] during the evaluation period of May 7, 2024 to February 5, 2025.*

Thanks so much!

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**Kaylee Winegar**  
Board of Education  
Vice President  
Director District G

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**Ronnae Brockman**  
Board of Education Assistant Secretary

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