

DOUGLAS COUNTY SCHOOL DISTRICT BOARD ITEM

BOE Meeting: April 3rd, 2025

Subject: GP 1.6, Board Committee Principles

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 this policy, which will occur April 8, 2025 as recommended by Director Christy Williams, Douglas County School District Board of Education.

Pertaining to Governance Policy: Governance Process 1.6, Board Committee Principles. Complete GP 1.6 policy language is attached to this Board item as well.

Background: The Douglas County School Board is in 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 Governance Process 1.6, Board Committee Principles 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 April 8, 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 April 8, 2025 meeting stating that the Board is out of compliance.

Submitted by: Director Christy Williams, DCSD Board of Education

Date: April 3rd, 2025

Memorandum

TO: Board of Education
FROM: Director Christy Williams, DCSD Board of Education
DATE: April 3rd, 2025
SUBJECT: Monitoring Report for Governance Process 1.6, Board Committee Principles

I certify that, to the best of my knowledge, this information is accurate as of February 28, 2025

Period Monitored: January 1, 2024 through February 28, 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 and listening to board reports. You can view the board meetings on our YouTube channel.

GP 1.6 Board Committee Principles: Board committees, when used, will be assigned so as to reinforce the wholeness of the Board's job and so as never to interfere with delegation from Board to Superintendent.

Accordingly:

- 1.6.1 **A committee is a Board committee only if its existence and charge come from the Board. Compliant**
- 1.6.2 **Board committees are to help the Board do its job, not to help or advise the staff. Committees ordinarily will assist the Board by preparing policy alternatives and implications for Board deliberation. Compliant** – In many cases, board committees provide memos or resolutions for the board to review. I am attaching a few examples:
- [LRPC meeting minutes where resolution to support the bond issue](#)
 - [DAC meeting minutes where feedback was requested for LBD](#)
- 1.6.3 **Board committees may not speak or act for the Board except when formally given such authority for specific and time-limited purposes. Expectations and authority will be carefully stated in order not to conflict with authority delegated to the Superintendent. Compliant**
- 1.6.3.1 **When fulfilling his or her charge from the Board, a Board liaison may reasonably interpret relevant Governance Process policies and relevant, specific Board decisions as evidenced by officially passed motions, making decisions or taking actions necessary to fulfill that charge, as**

long as those decisions or actions are reasonable interpretations of Governance Process policies and specific Board decisions. **Compliant**

- 1.6.4 **Board committees cannot exercise authority over staff. Because the Superintendent works for the full Board, he or she will not be required to obtain approval of a Board committee before an executive action. **Compliant**** – See attached memo from Superintendent Kane
- 1.6.5 **Board committees are to avoid over-identification with organizational parts rather than the whole. Therefore, a Board committee that has helped the Board create policy on some topic will not usually be used to monitor organizational performance on that same subject. **Compliant****
- 1.6.6 **Unless legally required, committees will be used sparingly and ordinarily in an ad hoc capacity. **Compliant**** – The board committee webpage links to each committee and when they meet. You can go to the link [here](#).
- 1.6.7 **This policy applies to any group, that is formed by Board action, whether or not it is called a committee and regardless of whether the group includes Board members even if a committee consists of one Board member, who may be referred to as a “liaison.” It does not apply to committees formed under the authority of the Superintendent. **Compliant****
- 1.6.8 **Board committees will have clear and specific goals, objectives, and timelines. **Compliant**** – Resolutions with the [Committee Priorities](#) and [SAG Priorities](#) are linked.

Conclusion: To the best of my knowledge this information is accurate as of April 3rd, 2025. This report should reflect that the Board is compliant with Governance Process 1.6, Board Committee Principles.

To: DCSD Board of Education

From: Erin Kane, Superintendent

Date: April 4, 2025

Re: Governance Process 1.6

This memo is to confirm that during the period of April 4, 2023 and April 4, 2024, I, as Superintendent, did not seek to obtain approval of a Board committee before an executive action. Rather, I and my delegates have, in cooperation with the Board of Education, used Board Committees in an advisory capacity.