

Book: Board Governance Policies  
Section: Governance Process (GPs)  
Title: GP-5 – Investment in Governance  
Code: GP-5  
Status: Active  
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### **GP-5 – Investment in Governance:**

1. The Board will invest appropriately and wisely in its governance capacity to enable the Board to govern lawfully, ethically, and prudently, in accordance with Policy Governance® principles, with an emphasis on leadership that produces the best possible *Ends* results for students.
2. Board members are committed to structured and intentional continuous improvement per *Governing Style* (GP-3), expected to stay apprised of issues in education, and/or to raise the visibility and influence of the District at the local, state, national, or international levels. As a result, the Board's *Investment in Governance* policy will be used to support such efforts.
3. Governance Capacity
  - 3.1. Board development and continuous improvement in its governance capacity will include sufficient skills, methods, and resources to ensure excellent governance.
    - 3.1.1. Training~~and~~, retraining, ~~onboarding~~, and ~~reflection~~ will be used prudently to orient new Board members and potential Board candidates, as well as to maintain and increase existing members' skills~~and~~ knowledge, and capacity.
    - 3.1.2. As a minimum, all Board members will participate in the following trainings and reflection:
      - 3.1.2.1. ~~Consultant facilitated~~ Policy Governance® training/refresh every year (preferably after election season, in alignment with *Agenda Planning Calendar* (GP-6))
        - 3.1.2.1.1. In years where there are new Board members and/or Superintendent, training will be facilitated by a Policy Governance® consultant.
        - 3.1.2.1.2. Key staff are encouraged to attend this annual training.

3.1.2.2. Colorado Association of School Boards (CASB) Annual  
Conference (December)

3.1.2.2.1. Board members and/or the Superintendent should notify the Board President and Assistant Secretary no later than October 15 if they cannot attend this event.

3.1.2.2.2. Board members and/or the Superintendent should notify the Board President as soon as possible if they cannot attend any portion of this event.

3.1.2.3. Annual Mandatory Training, e.g. Mandatory Reporting, Title IX Compliance, other training as determined by law, the Board, and/or recommended by the District and/or CASB, etc.

3.1.2.4. Annual Board Self Assessment in alignment with Agenda Planning Calendar (GP-6) in November and before post-election swearing in of new Board Directors

3.1.3. As a minimum, one (1) Board member will participate as a delegate in the following CASB Delegate Assemblies:

3.1.3.1. Fall Delegate Assembly (Virtual or in-person attendance and/or inclusive of Fall Conference depending on discretionary budget constraints) – focused on CASB legislative initiatives

3.1.3.2. Annual Convention Business Meeting (In-person attendance) – focused on President Annual Report, CASB BOD elections, limited legislative initiative updates

3.1.3.3. In accordance with the Agenda Planning Calendar (GP-6), delegate and alternate delegate registrations are required, and legislative resolution actions are encouraged, to participate in these membership activities.

3.1.4. During the public review of Board Budget Reports (GP-5, provision 4.3.4) and in order to control both the investment of time and funds for training:

3.1.4.1. The Board shall decide periodically which trainings appear most promising to support achievement of the Global Ends Statement and Ends policies with special consideration of the benefits that may result from participation at such trainings, e.g., CASB Fall Conference, CASB Winter Legislative Conference, CASB regional meeting(s), CASB Days at the Capitol, student participation in the CASB Annual Convention and/or Days at the Capitol.

3.1.4.2. If funds are limited, the Board may designate who is the most appropriate to participate at a given training.

3.1.4.3. The Board may approve/disapprove the use of the Board discretionary budget for individual Board member training/retraining activities, to

include but not limited to, in- and out-of-state training opportunities such as the National School Board Association annual conference or other CASB trainings/events.

- 3.1.4.4. When a training is not attended by the full Board, those who do participate are requested to share information, recommendations, and materials acquired at the training during a public meeting.
- 3.1.4.5. The Board shall consider the economic benefit on the Board discretionary budget of nominating an individual Board member to run for election to the CASB Board of Directors. Historically, CASB Board members have been granted complimentary CASB event registration.

- 3.1.5. As a minimum, all Board members present at applicable Board meetings with valid quorum will participate in the following reflections:

- 3.1.5.1. Monitoring of Board-Superintendent Relationship (BSR) and Governance Process (GP) Policies in alignment with *Agenda Planning Calendar* (GP-6)

- 3.1.5.2. End of Meeting (EOM) Debriefs as part of Board Meeting practice

- 3.1.6. Outside monitoring assistance will be arranged so that the Board can exercise confident control over organizational performance. This includes, but is not limited to, a fiscal audit.

- 3.1.7. Linkage mechanisms will be used as needed to ensure the Board's ability to listen effectively, understand, and gather stakeholder viewpoints and values.

- 3.1.8. Board members will be provided opportunities for additional leadership roles within local Board operations (liaison roles, Board committees, agenda item leaders, etc) and are encouraged to seek leadership opportunities in state roles (Colorado Association of School Board (CASB) committees and/or Board of Directors, etc.)

- 3.1.9. Board members, if desired, will be provided a standard District technology device to use for Board work during their term of office.

- 3.1.10. The Assistant Secretary will maintain a calendar of Board professional development opportunities, including registration costs and deadlines for Board consideration.

#### 4. Board Investment

- 4.1. Governance costs, via the Board's discretionary budget, will be prudently managed and incurred to ensure capable governance performance.

- 4.2. Upon availability of funds and majority approval by the Board, of the specific annually appropriated amount per category, the Board's discretionary budget may include:

- 4.2.1. Executive Assistant Overtime

- 4.2.2. Executive Assistant Extra Duty

- 4.2.3. Purchased/Professional Services
- 4.2.4. Other Purchased Services
- 4.2.5. Software Subscriptions
- 4.2.6. Advertising
- 4.2.7. Printing
- 4.2.8. Workshop/Conference/Travel
- 4.2.9. Supplies
- 4.2.10. Dues and Fees

4.3. The following guidelines govern expenditures from the Board discretionary budget:

4.3.1. Budget Development: The Board Treasurer, in collaboration with the Assistant Treasurer (*defined in Board Officers, Committees, and Liaisons (GP-4)*), will develop an annual discretionary budget for Board approval in accordance with the *Agenda Planning Calendar (GP-6)*.

4.3.2. Budget Expenditure Approval:

- 4.3.2.1. The Board Treasurer is required to approve proposed Board expenditures prior to using the funds to ensure budget solvency.
- 4.3.2.2. If the Board Treasurer is unavailable to review a proposed expenditure, the Assistant Treasurer or Assistant Secretary (*defined in Board Officers, Committees, and Liaisons (GP-4)*) has the authority to review and approve the expenditure.
- 4.3.2.3. If the Assistant Treasurer or Assistant Secretary approves an expenditure, the Assistant Treasurer or Assistant Secretary is required to notify the Board Treasurer of the expenditure in a timely manner.

4.3.3. Expenditure Conditions:

- 4.3.3.1. All expenditures will be in accordance with Board and District policies and practices.
- 4.3.3.2. Unless approved by the Board's Assistant Secretary, all expenditures from the Board discretionary budget will be made through the Assistant Secretary so that the District's tax-exempt status is honored.
- 4.3.3.3. All documentation supporting expenditures from the discretionary budget must be submitted to the Board Treasurer ~~and~~ by the Assistant Secretary *when quarterly Board discretionary budget information becomes available and no later than seven (7) days prior to the Quarterly Board Discretionary Budget Report meeting dates in alignment with the Agenda Planning Calendar (GP-6)*. The Board Treasurer will update and present the Quarterly Board Discretionary Budget Report so that the Board remains informed and a permanent public record is maintained by the District.

- 4.3.3.4. Items purchased from the fund that do not constitute gifts are the property of the District.
- 4.3.3.5. Reimbursable expenses are those incurred while attending to District business.
- 4.3.3.6. All gifts from the discretionary fund are given on behalf of the entire Board.
- 4.3.3.7. Background checks for all Board members, as required by *Board Member Code of Conduct, Conflict of Interest, Financial Disclosure, Violations, and Vacancy Processes* (GP-8), will be paid out of the Board discretionary budget.

4.3.4. Board Budget Reports: The Board will publicly review, discuss, and adjust, as necessary, its expenditures on a quarterly basis, and project its budget for the next fiscal year in accordance with the *Agenda Planning Calendar* (GP-6)

**Monitoring Method:** Board Self-Assessment

**Monitoring Frequency:** Annually (See *Agenda Planning Calendar*, GP-6)

#### LEGAL REFS:

[C.R.S. §24-18-104](#) (3)(d),(e) (reimbursements are not considered gifts)

[C.R.S. §22-32-104](#) (5) (board member compensation)

[C.R.S. §22-32-109](#) (Board of education - specific duties)

[C.R.S. §22-32-110](#) (1)(n) (power to provide necessary expenses)

#### CROSS REFS:

[DKC](#), *Expense Authorization/Reimbursement (Mileage and Travel)*

[IJO](#) (School Volunteers)

[GP-4](#), *Board Officers, Committees, and Liaisons*

[Current Onboarding Handbook](#)

**NOTE:** GP-5 incorporated guidance from rescinded Administrative Policies BIB (Board Member Development Opportunities), BIBA School Board Conferences, Conventions and Workshops), and BID/BIE (Board Member Compensation and Expenses/Insurance/Liability). If Colorado Association of School Board (CASB) Special Policy Updates (SPUs) impact BIB, BIBA, or BIE/BID, these updates will be applied to GP-5.

Adopted Date/Revision Dates: June 27 2023 / April 4 2024, **November 6 2025**