



**Poudre School District  
Board of Education Policies**

Policy Type: **Governance Process**  
Policy No.: **GP 3.4**  
Policy Title: **Role of the President**  
Policy Date: Adopted September 11, 2006  
Revised September 10, 2013

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The chief governance officer, titled President, assures the integrity of the Board's process and, secondarily, occasionally represents the Board to outside parties. Accordingly:

1. The President shall work to ensure that the Board behaves consistently with its own rules and those legitimately imposed upon it from outside the District by enforcing the following standards:
  - a. Meeting discussion content will be on those issues which, according to Board policy, clearly belong to the Board to decide or to monitor.
  - b. Information which is for neither monitoring performance nor for Board decisions will be avoided or minimized and always noted as such.
  - c. Deliberation will be fair and thorough, but also timely, orderly, and kept to the point.
  - d. Deliberation will be open to the maximum extent appropriate under governing law.
2. In serving as the presiding officer at meetings of the Board of Education, the President (and other Board members as provided in Board of Education Policy GP 3.12) shall be responsible for the following:
  - a. Working with the Vice-President and Superintendent to prepare a written agenda for each Board meeting.
  - b. Scheduling action, review and monitoring with respect to Board of Education policies in accordance with the dates specified in the policies and as otherwise determined by the Board.
  - c. Scheduling time to evaluate and provide feedback to the Superintendent, review and consider adjustments to the Superintendent's salary, consider

### **GP 3.4 Role of the President (Continued)**

extensions to the Superintendent's contract, and act on the Superintendent's approval requests in accordance with the dates specified in Board of Education policies and the Superintendent's contract.

- d. Running each Board meeting in an efficient, effective and businesslike manner in accordance with the meeting agenda and in accordance with Board of Education Policy GP 3.12.
  - e. Limiting discussions and motions at Board meetings that are unnecessarily repetitive, off topic or otherwise out of order.
3. The President may represent the Board in communicating decisions and positions adopted by the Board, and in communicating his/her own decisions and interpretations made within the scope of his/her authority as President.