Poudre School District
Board of Education Policies

Policy Type: **Governance Process**
Policy No.: **GP 3.6**
Policy Title: **Board Committee or Liaison Principles**
Policy Date: Adopted September 11, 2006
Revised February 25, 2014

Board committees or liaisons, 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.

1. Board committees or liaisons are to help the Board do its job, not to help, advise or exercise authority over the superintendent or other District employees. Committees ordinarily will assist the Board by preparing policy alternatives and implications for Board deliberation or by performing specific audit functions. In keeping with the Board's broader focus, Board committees will normally not have direct dealings with current staff operations.

2. Board committees or liaisons 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.

3. Board committees and liaisons may not exercise authority over staff.

4. Board committees, liaisons and members are to avoid over-identification with organizational parts rather than the District as a whole. Therefore, a Board committee or liaison that has helped the Board create policy on some topic will not be used to monitor organizational performance on that same subject.

5. Board member committee and liaison assignments shall be stated in the attached table entitled "Board of Education Committee Representation and Liaisons to Non-Board Committees."

6. Because the Superintendent works for the full Board, he or she will not be required to obtain approval of a Board committee or liaison before an executive action.

7. Committees and liaisons will be used sparingly on an as-needed basis.

GP 3.6 Board Committee or Liaison Principles (Continued)

8. This policy applies to any group or role that is formed by Board action, regardless whether it is called a committee or liaison, and regardless whether the group or role includes one or more Board members. This policy does not apply to committees or liaisons formed under the authority of the Superintendent.

Poudre School District
Board of Education

COMMITTEE REPRESENTATION AND LIAISONS TO COMMITTEES

REVISED August 2026

Board of Education Representatives to Board Committees:

- **Audit Committee:** **Scott Schoenbauer, Andrew Spain**

  See district policy DIEA for a description of this committee.

- **District Advisory Board (DAB):** **Coronda Ziegler**
  Alternates: Scott Schoenbauer, Jessica Zamora

  See district policy AB for a description of this committee.

- **District Accountability Committee (DAC):** **Coronda Ziegler**
  Alternates: Scott Schoenbauer, Jessica Zamora

  See district policy AE for a description of this committee.

Board of Education Liaisons to Non-Board Committees:

- **Colorado Association of School Boards (CASB):** **Andrew Spain**

  The board delegate represents and votes on behalf of the board at the CASB Fall Conference and Delegate Assembly and at the Annual CASB Convention.

- **City/County/PSD Liaison Meeting:** **Kevin Havelda, Jessica Zamora**

  The committee meets quarterly to communicate and resolve joint issues among all three governmental agencies. Key issues include joint capital improvements, use of district facilities, land use and planning, development, law enforcement, and county agencies.

- **Early Childhood Policy Council:** **Karla Baise**
  Alternate: Jessica Zamora

  This group is required by Head Start and the Colorado Preschool Program and represents parents and community in all early childhood programs. PSD Early Childhood programs include Head Start, Early Head Start, the Colorado Preschool

Program, Early Childhood Special Education/Integrated Services, Tuition-based preschool plus a variety of services covering prenatal mothers until children are old enough to enter kindergarten.

- **PSD Foundation Board of Directors:** **Scott Schoenbauer**
  Alternate: Coronda Ziegler

  The Poudre School District Foundation unites community resources for excellence in public education. The Board of Directors, which is comprised of community volunteers, meets monthly August through June.

- **Fort Collins URA Board:** **Jessica Zamora**

  The Fort Collins URA board meets as needed and is coordinated by the Fort Collins City Office of Redevelopment.

- **Special Education Advisory Council (SEAC):** **Karla Baise**
  Alternate: Coronda Ziegler

  This committee advises the Special Education Leadership team on special education topics relevant to PSD and work with the PSD Integrated Services Department on various special education and parent focused projects.

- **Student Advisory Council:** **Karla Baise, Scott Schoenbauer**

  The Student Advisory Council members will meet with selected PSD students throughout the school year. The students bring topics of discussion for the group to explore and, if action is needed, to the board as a whole.

Board of Education Subcommittee Representatives:

- **Board Legislative Subcommittee:** **Lead: Andrew Spain**
  All Board Directors

  The Board Legislative Subcommittee will research and plan the board's legislative agenda and advocacy strategy throughout the year. This subcommittee brings information back to the board and makes recommendations upon which the board can act.

- **Community Outreach Subcommittee:** **Kevin Havelda**, **Jessica Zamora**

- **Quarterly Meeting with Business Partners:** **Karla Baise, Scott Schoenbauer**

  This group of business and community partners meets quarterly with PSD staff and representatives from the Board of Education to explore and develop opportunities for partnership between the district and the broader PSD community. The group focuses on developing opportunities that are aligned with the district's priorities.

- **Policy Review:** **Andrew Spain, Jessica Zamora**

  Representatives of the board attend the Policy Review Committee meetings to review board policies and make recommendations on these policies as appropriate.