

COLORADO STATE BOARD OF EDUCATION
OPERATING PROCEDURES



Amended November 2021

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OPERATING PROCEDURES

The following procedures shall govern and control all actions of the Colorado State Board of Education. The board may review these procedures every two years, but any member reserves the right to bring changes before the board at any time.

Article I. Name. We shall be called the

COLORADO STATE BOARD OF EDUCATION.

Article II. State Board of Education Mission and Vision

A. Mission

Charged by the Constitution of the State of Colorado with the general supervision of the public schools,

The mission of the Colorado State Board of Education is to provide all of Colorado's students equal access to quality, thorough, uniform, educational opportunities in a safe and civil learning environment.

B. Vision.

By accomplishing this mission,

All students in Colorado will become educated and productive citizens.

Article III. Composition of the Board.

A. Composition. As specified in §22-2-105, Colorado Revised Statutes (C.R.S.), "The state board of education shall consist of one member elected from each congressional district in the state and, if the total number of congressional districts of the state is an even number, one member elected from the state at large."

B. Term. Board members are elected for staggered six-year terms, per §22-2-105(3), C.R.S.

C. Requirements. Per art. IX, § 1, Colo. Const., candidates for the State Board of Education shall be qualified electors of the congressional district in which they run and which they will represent, if elected. The member-at-large shall be nominated and elected on a statewide basis. Board candidates shall be subject to Colorado general election laws.

D. Vacancy. A vacancy that may occur by reason of death, removal, resignation from office, or when a board member is elected, qualified, and takes office for another state office, shall be filled as provided in §22-2-105, C.R.S.

1. Pursuant to §22-2-105.5(3), C.R.S., any vacancy occurring on the State Board, other than a vacancy in a seat filled by a member elected from the state at large, shall be filled by the vacancy committee of the party's congressional central committee of the same political party as the vacating board member.
 2. In accordance with §22-2-105.5(5), C.R.S., if the seat held by the member elected at large is vacated, the State Board secretary shall refer the vacancy to the state central committee of the same political party as the vacating board member.
 3. Any member selected to fill a vacancy shall serve until the next regular election providing such appointee is subject to the qualifications set forth by law.
- E. Term Limitation. State Board members are subject to term limitation and may not serve more than two consecutive terms, See art. XVIII, § 11, Colo. Const.
- F. Recall. State Board members may be recalled from office at any time by the registered electors, under Article XXI of the Colorado Constitution and state election law, §1-12-101, C.R.S.
- G. Department of Education Employment. A State Board member shall not be eligible for employment at the Colorado Department of Education until six months after leaving office.
- H. During his or her term of office, a member of the State Board shall not be a member of the general assembly; an officer, employee, or board member of a school district or charter school in the state; an officer, employee, or board member of the state charter school institute or the institute board; or an employee of the state board or the department of education, §22-2-105.5(6), C.R.S.
- I. Officers.
1. Elected Officers. The State Board shall elect from its own membership a chair and a vice-chair who shall hold office for terms of two years, per §22-2- 105(4), C.R.S., and until their successors are elected.
 2. Appointed Officers. The commissioner shall act as secretary to the State Board, as prescribed in §22-2-105(4), C.R.S.
 3. Election of Officers.
 - a. Date. The election of officers shall occur at the first meeting following the administration of the oath of

office to members elected at the November election. The immediate past chair, or in the absence of the immediate past chair the immediate past vice chair shall serve as chair until a new chair is elected. In the absence of both the immediate past chair and vice chair, the board shall elect from its membership a chair pro tem, in accordance with Article III.I.3.c. below, to conduct the meeting until a new chair is elected.

- b. Nominations. Nominations shall be made from the dais. Each nomination shall require a second. A nominee must be present or have given written consent to his/her candidacy. No member may make more than one nomination nor second more than one nomination for each office unless the chair reopens the nomination process. No member may both nominate and second any individual candidate.
 - c. Election Procedure. Elections shall be by written ballot, except in the case of a single nominee for an office, when election may be by voice vote.
 - 1) Balloting for each office shall immediately follow the nominations for that office. Each member may vote for no more than one nominee on each ballot. Election shall be by majority vote.
 - 2) If there is not a majority vote and a chair is not elected after five ballots, the immediate past chair will serve until a new chair can be duly elected. If the chair is not available, the immediate past vice chair will serve as chair, and if both the immediate past chair and vice chair are not available, the senior member of the board will serve as chair. The same procedure shall be followed for the election of the vice chair.
 - d. Assumption of Duties. Officers shall assume their duties immediately upon election.
4. Reelection. Officers may be reelected as often as they are selected by their peers.

5. Vacancies.

- a. Chair. A vacancy in the office of chair shall be filled immediately by the vice chair. An election to select a new vice chair shall be held at the next regularly scheduled meeting.
- b. Vice Chair. A vacancy in the office of vice chair shall be filled by election at the next regular meeting.
- c. If the vacancy in the office of chair or vice chair simultaneously creates a vacancy on the board, the board vacancy shall be filled prior to selecting a new vice chair.

6. Duties of Officers.

- a. Chair. The board as a whole authorizes the chair's duties and responsibilities for their term. The chair is the State Board's presiding officer. The presiding officer shall perform the following duties:
 - 1) Call the meeting to order.
 - 2) Announce the sequence of the agenda, including omissions and additions to the printed agenda.
 - 3) Recognize State Board members, staff, and visitors who are entitled to the floor.
 - 4) Protect the body from obvious frivolous or dilatory dialogue and debate in order to maintain decorum within the meeting.
 - 5) Expedite business in every way compatible with the rights of board members.
 - 6) Ensure that board meetings operate in accordance with sound parliamentary procedures.
 - 7) Respond to member inquiries relating to parliamentary procedure, factual information, or board business.

- 8) Decide all questions of order subject to appeal.
 - 9) Authenticate by his or her signature, when necessary, all acts, orders, and proceedings of the State Board.
 - 10) Serve as official spokesperson for the State Board.
 - 11) Support and provide opportunities for the board's growth and professional development.
 - 12) Declare the meeting adjourned.
 - 13) Perform other duties as delegated by the board.
 - 14) Serve as the primary contact for the director and commissioner.
- b. Vice Chair. The vice chair shall perform the following duties:
- 1) Act as presiding officer in the absence of the chair.
 - 2) Perform duties as designated by law, by the chair, or by the State Board of Education.
- c. Chair Pro Tem. In the absence of the chair and vice chair, the secretary shall call the meeting to order and the board shall immediately elect one of its members as chair pro tem to preside for that session. This temporary chair's office is terminated by the entrance of the chair or vice chair, or by adjournment.

Article IV. Purposes.

A. Constitutional Authority.

1. "The general supervision of the public schools of the state shall be vested in a board of education whose powers and duties shall be as now or hereafter prescribed by law." art. IX, § 1, Colo. Const.

B. Powers and Duties.

Having sworn to support the constitution of the United States and of the State of Colorado, the State Board of Education recognizes both constitutional and legislative educational mandates. Therefore the board shall fulfill these directives and shall provide services and leadership for implementation of such enactments.

Duties of the State Board of Education are specified throughout Title 22 of the Colorado Revised Statutes, particularly in §22-2-106 through -109, and -117.

1. General Powers and Duties

- a. To exercise general supervision over the public schools of the state and the educational programs maintained and operated by all state governmental agencies for persons who have not completed the twelfth-grade level of instruction or have reached the age of 21.
- b. To enact education policy for the state as provided by law and the constitution.
- c. To adopt guidelines for the establishment of high school graduation requirements, which guidelines shall establish the minimum standards for high school graduation in Colorado.
- d. To appoint a commissioner of education and to review and evaluate annually the commissioner's job performance using procedures and criteria determined by the board. The procedures shall include, at a minimum, soliciting the comments and opinions of district superintendents and school board members.
- e. To send a letter detailing the results of the commissioner's evaluation to the education committees of the house of representatives and senate.
- f. To appoint a director of state board relations and to evaluate annually their performance. The criteria used to evaluate the director of state board relations will be based upon the position job description. At a minimum, the evaluation procedure shall include a board member survey regarding the director's performance as measured against the job description criteria and an evaluation from Colorado Department of Education (CDE) staff.

- g. To appraise the public schools and accredit Colorado school districts and the Charter School Institute.
- h. To approve the Department's annual budget request prior to submission.
- i. To order the distribution or apportionment of federal and state moneys granted or apportioned to the Department for the use of the public schools.
- j. To approve a salary schedule for personnel who are not within the state personnel system.
- k. To submit recommendations for educational improvements to the General Assembly and Governor.
- l. To regulate educator licensure and adopt rules that prescribe performance-based standards of qualification, preparation, training or experience that are required for the issuance of all licenses, master certificates, and authorizations.
- m. To supervise grant programs as outlined in state law.
- n. To appoint advisory committees as may be beneficial to the improvement of education in the state.
- o. To grant waivers of Colorado education statutes, rules and regulations as permitted by law.
- p. To exercise quasi-judicial authority with regard to accreditation appeals, formal accountability proceedings, appeals under the Charter Schools Act, licensure and enforcement, and multi-district online appeals.
- q. To review statutorily required reports that are prepared and transmitted by the department pursuant to §24-1-136, C.R.S.
- r. To cooperate with other agencies either within or without the state for the improvement of education.
- s. To perform any other duty which may be required by law.

2. Duties of Individual State Board Members

- a. To attend board meetings prepared to enter into discussion and vote on items coming before the board for decision.
- b. To recognize that he or she, as an individual board member, has no authority to bind, to speak or to act for the state board or the Department of Education, except as authorized by the state board.
- c. To support official actions and policies of the board. This duty shall not abridge the board member's First Amendment rights.
- d. To keep informed regarding schools in his or her respective congressional district and the state as a whole and report notable developments to the board.
- e. To keep current on educational issues and programs.
- f. To refer significant educational issues and policy recommendations to the commissioner or director of state board relations for investigation, clarification, or presentation to the board.
- g. To support the commissioner of education and director of state board relations in fulfilling their responsibilities.
- h. To serve as liaison to board committees, commissions, task forces, or external organizations as needed.
- i. To represent the board at official functions.
- j. To participate in official board functions, activities, meetings, and events.
- k. To present concise, prepared individual board member reports at regular board meetings.
- l. To follow the standards of conduct and ethical behavior prescribed in §24-18-104, -105, and -108, C.R.S., such as not accepting gifts and not disclosing confidential information. For exhaustive list, refer to Colorado State Board of Education Code of Ethics.

m. To act in a quasi-judicial capacity by:

- 1) Abiding by the prohibition against ex parte communications.
- 2) Exhibiting impartiality before, during, and after hearings.
- 3) Recusing oneself if appropriate in light of ex parte contacts or other factors creating an appearance of partiality.
- 4) Representing the best interests of students throughout the State of Colorado.

Article V. Meetings.

A. Regular Meetings.

1. Time, Date. The State Board of Education shall meet at least quarterly and at such other times as may be necessary, under §22-2-105(4), C.R.S.
2. Call. A schedule of regular meetings shall be approved by the board and published on the board's webpage. Changes to the published calendar should occur rarely and only upon general consensus of the board.
3. Notice. Full and timely public notice shall be provided for each meeting for three or more board members. At a minimum, the notice must be posted in the designated public area no less than 24 hours prior to the meeting, under §24-6-402(2)(c), C.R.S. The posting must include specific agenda information where possible.
4. Agenda.
 - a. The chair shall be responsible to oversee the proposed agenda.
 - b. The director of state board relations shall draft and manage the preparation of the proposed agenda.
 - c. For all regular meetings, the agenda shall follow a

standard format.

- d. The director of state board relations shall provide the agenda to all board members at least seven days prior to the regular meeting date.
- e. The board may revise the agenda at the meeting and such agenda becomes official upon approval at the beginning of each meeting.
- f. Every regular meeting shall provide time for citizens to address the board and the timeframe should be made public through the posted public notice.

5. Conduct of Meetings.

- a. The order of business for a regular board meeting shall be at the discretion of the chair.
- b. Voting. All formal actions shall be accomplished by a motion, a second, and voting, which shall be by roll call.
- c. The names of the board members shall be called alphabetically, and each member present shall vote “yes” or “no” upon each question. There shall be no voting by secret ballot except in the election of the board’s own officers. All motions shall be declared lost unless approved by a majority vote of the board members present. Board members present cannot pass or abstain, except in the case of recusal. Further, the board member must state the reason for their recusal.
- d. Consent Agenda. The board shall utilize a consent agenda. Items typically placed on the consent agenda are disciplinary items, charter waivers, innovation plans, position appointments, and any other items the board or director deem appropriate. Board members may remove items from consent when the chair inquires about the consent agenda during the meeting. Any item removed will be deferred to later in the meeting and treated as a normal agenda item.
- e. Action Items. As a general practice, the board does not take formal action on a matter unless the item has previously been presented to the board as an information item at a prior meeting. However, if the item in question has the unanimous consent of the entire present membership or if there is a critical deadline for action, the board may vote at the meeting at which the item was initially presented.

- f. Board Members' Reports. Time allotted to this activity shall be adequate for all members to report within the agenda's format.

6. Open Meetings Law.

- a. All meetings of two or more members of the board at which any public business is discussed are declared to be public meetings open to the public at all times, in compliance with provisions of Article 6 (Colorado Sunshine Law), Part 4 (Open Meetings Law), §24-6-401 and -402, C.R.S.
- b. If two or more board members use any means of communication, including electronic mail, telephone or fact-to-face, to discuss public business regarding any proposed formal action of the board, the communication remains subject to the requirements of the Open Meetings Law cited above and shall be open to the public.
- c. All meetings at which a board majority or quorum is present or which involves the adoption of any proposed policy, position, or other formal action may occur only after full and timely notice to the public in accordance with the Open Meetings Law.

7. Record of Meetings

- a. The official record of each board meeting is an audio and/or video recording, available for review by the public on the State Board of Education webpage and through the State Archives.
- b. All official board records are prepared, archived, and disseminated under the supervision of the director of state board relations.

B. Special Meetings

- 1. Call. Special meetings may be called by the chair or the commissioner or by a majority of board members, per §22-2-105(4), C.R.S.
- 2. Special meetings may also be called by the vice chair in the absence of the chair or by three or more board members submitting a written request to the chair, commissioner or director for such a meeting. The director of state board relations shall notify all board members within a reasonable length of time.

C. Virtual Meetings

1. A regular or special meeting may occur virtually (remotely) at the discretion of the chair. All virtual meetings will be open to the public through a live stream feed.

D. Executive Sessions.

1. The board may convene an executive session at any regular or special meeting with a two-thirds affirmative vote of the entire membership for:
 - a. Conferences with its attorney in conformance with §24-6-402(3)(a)(II), C.R.S.
 - b. Matters required to be kept confidential by federal law or rules or by state statutes
 - c. Personnel matters, at the request of the affected employee
 - d. Purchase of property
 - e. Specialized details of security arrangements
 - f. Determining positions in matters that may be subject to negotiations with employees or employee organizations, to develop strategy for and receive reports on progress of such negotiations, and instructing negotiators
 - g. To review, approve and/or amend minutes of a previous executive session
 - h. Other matters specified in §24-6-402(3), C.R.S.
2. The board may not take formal action in an executive session, per §24-6-402(3)(a), C.R.S.
3. The announcement of an executive session must cite the statutory authority permitting the executive session and identity of the particular matter to be discussed in as much detail as possible without compromising the purpose for which the executive session is authorized.
4. The executive session must be recorded in the same fashion as the open meeting. The record of the executive session must be retained for at least 90 days after the session pursuant to §24-6-402(d.5)(I)(E), C.R.S.

- E. Proxies. There shall be no provision for proxy voting on any matter to come before the board, nor any provision for absentee voting.
- F. Quorum. A quorum shall consist of a majority of the board. A quorum shall be required for all official board meetings and for all official actions of the State Board of Education.
- G. Censure. The board will entertain resolution to censure its members who behave in an egregious manner or with willful disregard of state or federal law.
- H. Work or Study Sessions
 - 1. The board may convene work or study sessions to allow discussion and review of education policy issues in more detail.
 - 2. For purposes of public notice and agenda topics, work or study sessions shall be considered regular meetings.
 - 3. No official action shall be taken during a work or study session.
- I. Authority for Procedural Conduct of Board Meetings.
 - 1. State Board of Education meetings shall be conducted in accordance with the current edition of *Robert's Rules of Order, Newly Revised*, which shall govern in all cases to which they are applicable, and in which they are not inconsistent with these Operating Procedures, state law, or special rules of the board.

Article VI. Policymaking.

- A. Definition: The State Board of Education engages in policymaking in several ways. It adopts legally-binding rules in accordance with the Administrative Procedures Act under authority delegated by the Colorado General Assembly. The board also issues non-binding statements of policy in the form of resolution or guidelines. Additionally, there are times the board makes policy determinations at the direction of the Colorado General Assembly e.g., the Colorado Academic Standards, which are binding on schools and districts in a manner dictated by statute. Finally, the board adopts self-governance policies, such as these Operating Procedures. The board may also take formal positions on pending legislation or participate in litigation as amici curiae.
- B. Rules.

1. The board is empowered to promulgate and adopt rules concerning the general supervision of the public schools, the Department of Education, and state-operated educational programs. Rules are legal binding upon local school districts and personnel employed by them. The board has general rulemaking authority under §22-2-107, C.R.S. as well as specific authorities granted throughout Title 22.
2. The board's rulemaking process is specified in Title 24, Article 4 of the Colorado Revised Statutes.
 - a. The board may direct the commissioner and department concerning the process for drafting and soliciting feedback on proposed rules, consistent with relevant law and board policy.
 - b. The State Board of Education shall conduct all hearings in compliance with the Colorado Administrative Procedures Act, §24-4-103, C.R.S.
 - c. In accordance with Colorado statute and board rules, the State Board of Education shall hold, at a minimum, one formal, publicized hearing at least one meeting prior to its consideration for adoption of any new rules or amendments to existing rules; however, upon unanimous consent of the board, rules may be adopted immediately following a public hearing.

C. Resolutions.

1. Resolutions are current policy statements adopted by the State Board of Education that are nonbinding on the Colorado public schools. They express a preference, point of view, or State Board of Education position on an issue concerning Colorado public education.
2. A board member, through the director of state board relations, may advise the chair of a proposed resolution that he or she wishes placed on an agenda. Upon unanimous consent, the board may approve the resolution at that meeting. Otherwise, the board member must introduce the concept or proposed resolution for discussion at a board meeting with the vote on the resolution occurring at the following board meeting. In such instances, the resolution will appear on a regular meeting agenda as an information item one month prior to appearing as an action item for the Board.

3. Review of Resolutions.

- a. Resolutions remain in effect indefinitely until amended or repealed by the State Board of Education.
- b. The board may choose to review any resolution(s) for repeal or amendment at any regular board meeting.
- c. Passage of a resolution or an amendment to a resolution by the board requires a supermajority. A supermajority vote requires more than a simple majority for passage (i.e. 5 out of 7).
 - 1) The repeal of an amendment to a resolution can be accomplished by a vote of the board at a regular meeting.
 - 2) A proposed amendment of a resolution requires its appearance first on a regular board meeting agenda as an information item one month prior to appearing as an action item for the board.

D. Guidelines

1. Guidelines are board policy statements that describe recommended practices. They are non-binding on schools, school districts, or libraries, except when the term guidelines is statutorily required (e.g., adoption of graduation guidelines under C.R.S. §22-2-106).
2. Guidelines remain in effect indefinitely until amended or repealed by the State Board of Education.

E. Miscellaneous Additional Self-governing Policy Statements.

1. Miscellaneous self-governing policy statements include additional agreements that the board has made about the ways it will conduct its business that do not fit under other sections of this document.
2. The procedure for creating and reviewing a self-governing policy statement is the same as for resolutions. See article VI.D.

3. Current Policy and Position Statements. The Board has adopted a variety of policies that it incorporates into these operating procedures by reference. Those include:

- a. Waivers.

The State Board of Education may grant waivers of statutory and regulatory financial requirements in accordance with state law.

- b. Delegation of Procedural Matters in Charter Schools Appeals.

In order to allow for the timely and efficient processing of cases, and to give the parties timely directions, the board resolves to delegate to the commissioner of education or to the director of state board relations, the power to decide on its behalf on procedural matters or procedural motions filed in quasi-judicial matters pending before the board.

- c. Charter School Appeals and Institute Appeals.

Charter school appeals and Charter School Institute (CSI) appeals will be conducted in accordance with the current Administrative Procedures and Policies approved by the board (CS Appeals Procedures).

- d. Public Schools of Choice.

The Colorado State Board of Education reaffirms its position in favor of the concept of Public Schools of Choice, which allows students to enroll in any school or program within and between school districts and the Colorado Charter School Institute.

4. The Board's Communication Policy with the Commissioner and Colorado Department of Education (CDE) Staff.

Board members will not issue requests to CDE staff for research, analytical information, data or staff time, but will communicate with the director of state board relations and the commissioner through email, telephone, at board meetings, or otherwise regarding such requests for information or staff time. Responses to formal requests shall be distributed to all board members.

Article VII. Committees, Commissions, and Task Forces.

The board engages with stakeholders and the public in several ways. It may create committees, commissions, and task forces to which it appoints members of the public, and also may appoint its own members to serve on committees or serve as liaisons to various committees and commissions.

- A. Board-appointed Committees, Commissions, and Task Forces. The State Board of Education is authorized under §22-2-107(1)(k), C.R.S. to “appoint such advisory committees as may be beneficial to the improvement of education in the state.” The board shall determine the membership of such committees. Selection and appointment of committee members, unless otherwise prescribed by statute, shall be broadly representative of geographic regions and of the general population of the State of Colorado.
- B. Creation, Continuation, or Dissolution of Board-Appointed Committees. Except as provided by law, board committees shall be established by formal board action. Based on need, the board may

continue or dissolve a committee following the presentation of the committee's annual report or at the board's discretion. Such action to continue or dissolve a committee shall also be by formal board action.

C. Board Member Representation on Committees, Task Forces, and Commissions. The board shall select from its own membership representatives:

1. To each committee established by statute requiring board membership, or created by the board or otherwise requiring board membership, and
2. To each organization for which the board wishes to designate a board member liaison.
3. The appointments shall be for terms of not more than two years, with provision for reappointment. Further, terms may also end at the conclusion of committee purpose.

D. Media Relations and Press Advisories.

Colorado Department of Education (CDE) communications staff may assist board members with publicizing official board functions or representing board members in their official capacity.

All media requests will be sent to the member of which they are requesting to speak to.

Board members may not speak on behalf of the full board in the absence of a formal board vote on the underlying issue.

Article VIII.

Amendment or Repeal of Board's Operating Procedures.

- A. Amendments, additions or deletions to these operating procedures shall be made as needed over the course of two regular board meetings – the first meeting for information and the next meeting for action. Such amendments, additions, or deletions shall require a majority vote.
- B. Any policy, procedure, or provision contained herein may be suspended at a board meeting by the unanimous vote of the board without previous notice having been given. Notwithstanding the foregoing, no such suspension shall be inconsistent with the law.
- C. There shall be a review of the board's operating procedures in odd-numbered years. In addition, the board's policies and procedures shall be amended whenever necessary to reflect board

decisions and changes made in statute or by court decisions.

Article IX. Legislative Relations

- A. The board will receive regular updates from its legislative liaison during the legislative session. One of these updates will take place at the monthly board meeting and a second may be scheduled on the last Friday of the month. Additional updates may be scheduled as needed.
- B. The board chair will designate two legislative contacts (one from each major party) to serve as the points of contact for the legislative liaison when time-sensitive issues arise. These contacts agree to communicate messages to and ask for feedback from the other board members of their respective parties. Legislative contacts will be selected at the January board meeting.
- C. If fewer than six members are in attendance for a legislative update session, the designated legislative contacts will contact absent board members and report their feedback to the legislative liaison within twenty-four hours.
- D. The legislative updates will include discussion of new bills and staff analysis of those bills, an update on the status of existing bills, and an explanation of any other relevant legislative activities.
- E. To the extent the materials are available, copies of all materials appearing on the legislative update agenda will be provided to board members at least twenty-four hours prior to the meeting.
- F. Following discussion of pending legislation, the chair will entertain motions regarding positions the board may wish to take.
- G. The board may choose to “support” “oppose” “amend” or “monitor” any bill.
- H. The board will strive for a unanimous position on legislation.
- I. In the absence of unanimity, the board will strive for a supermajority.

Article X. Board Member Expenses

- A. The expenses for which the board members seek monthly reimbursement fall into several categories: travel (in-state and out-of-state, mileage, meals and lodging), attendance at official functions, and expense reimbursement. The costs from board member to board member may vary based on the location of the board member’s residence.
- B. Board member do not have any set daily reimbursement while traveling on official business. In general, expenses run less than \$40.00 per day excluding mileage. Board members only incur expenses for meals if they are attending a board function or are on board business.
- C. All board members will adhere to the current fiscal guidelines and will direct all questions to the state controller.

Article XI. Public Information for Commissioner Hiring

When conducting a search for a commissioner of education, the board shall publicly name one or more candidates as finalists prior to making an offer of employment, in accordance with C.R.S. 24-6-502(3.5). This information will be announced at the regularly scheduled board meeting and posted to the board website. The application materials of an applicant for employment, including any non-finalist applicants for commissioner of education, are not subject to public inspection under the Colorado Open Records Act. See 24-72-204(3), C.R.S.