



Huntington Beach Union High School District Board Policies and Administrative Regulations

BB 9001
Page 1 of 3

Bylaws of the Board

Duties of the Board

The Board of Trustees of the Huntington Beach Union High School District:

1. Selects a Superintendent to be the Chief Executive and Secretary to the Board.
2. Delegates operational responsibility to the staff through the Superintendent.
3. Employs all personnel based upon consideration of the Superintendent's recommendation.
4. Makes continuous effort to inform itself with matters pertaining to education and to the duties and responsibilities of Board members.
5. Reserves judgement on all matters until considering the recommendation of the Superintendent and discussing the matter with other members of the entire Board in a meeting.
6. Functions and operates as a committee of the whole on all matters. There are no standing committees of the Board. All special problems are referred to the Superintendent for investigation and a report to the total Board.
7. Discusses only legally permitted items in closed sessions. All such discussions will be confidential.
8. Avoids surprises to the Superintendent at Board meetings.
9. Directs questions about agenda items to the Superintendent or appropriate staff members prior to a Board meeting.
10. Discusses any irritation with the Superintendent or staff member as soon as possible in an appropriate setting.

Bylaws of the Board (continued)

Duties of the Board (continued)

11. Exchanges ideas freely and clearly among Board members and avoids internal conflicts that impede progress.
12. Receives and welcomes constructive criticism.
13. Receives and evaluates reports of the operation of the district.
14. Requires that all citizens and employees of the district follow the policy of the district regarding complaints.
15. Considers all decisions in terms of what is best for the students.
16. Holds meetings in public as opposed to a public meeting.

Additionally, Board members will be guided by the following:

1. No member of the Board has legal authority to deal with the Superintendent on an individual basis.
2. Each member of the Board is obligated to abide by and uphold the adopted policies of the Board whether that individual voted for the adoption or not.
3. During Board meetings and outside of meetings, Board members will not make statements that could be interpreted as having Board approval.
4. Board members are encouraged to visit schools and attend school functions but must not speak or act in an official capacity.
5. Board members respect the opinion of other Board members, the staff, students and community members.

Bylaws of the Board (continued)

Duties of the Board (continued)

6. Board members treat other Board members, the staff and community members with dignity and respect.
7. Requests by Board members for reports or studies will be directed to the Superintendent.
8. Complaints made to a Board member will be referred to the Superintendent.
9. Board members understand and support the lines of authority and the assignment of all responsibilities.
10. Board members will support the Superintendent from unjust criticism.

Bylaw adopted:
4/23/91