



Huntington Beach Union High School District Board Policies and Administrative Regulations

BB 9002
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Bylaws of the Board

Duties of the Superintendent

The district Superintendent of the Huntington Beach Union High School District:

1. Serves as Secretary to and is Executive officer of the Board. The Superintendent is charged with implementing the policies of the Board.
2. Acts as an advisor and recommends a course of action and alternatives facing the district.
3. Recommends the employment of all certificated and classified employees.
4. After consultation with the Board, makes personnel assignments, reassignments and transfers for the best interests of the district.
5. Serves as the Board's representative in cooperative undertakings with other community agencies and is charged with maintaining a program of public information designed to improve understanding.
6. May delegate to other staff members any of the powers and duties which the Board has entrusted to the office, but continues to be responsible for the execution of the power or duty delegated.
7. Keeps the Board informed of all significant administrative decisions.
8. Avoids surprises to the Board at Board meetings.
9. Respects the opinion of Board members, the staff and community members.
10. Treats each Board member, the staff and community members with dignity and respect.

Bylaws of the Board (continued)

Duties of the Superintendent (continued)

11. Considers any matter reported by a Board member and informs the total Board.
12. Provides the same information to all Board members.
13. Gives the Board full disclosure of all significant school problems.
14. Involves the Board in regular activities devoted to the welfare of the district.
15. Defends Board members from unwarranted accusations.
16. Receives and welcomes constructive criticism.
17. Acts as the district's chief educational leader.

Bylaw adopted
4/23/91