Bylaws of the Board

General Duties and Responsibilities

The Governing Board, acting as the representative of the people in the district views itself essentially as the legislative or policymaking body of the District. Accordingly, the Board shall:

1. Establish policies for the control of the schools under its jurisdiction.
2. Select a Superintendent who shall be the chief executive officer.
3. Delegate operational responsibility to the Superintendent, as well as the authority to administer the policies of the Board.
4. Review the Superintendent's contractual agreement yearly.
5. Adopt an annual budget after due consideration of such administrative and financial reports as may be required.
6. Consider and pass the annual school calendar.
7. Provide for the annual audit of all funds which are under the supervision of the district, including student organizations and the cafeteria.
8. Advise other Board members of any interest the individual Board member may have in a contract to be approved by the Board. A Board member shall abstain from voting on any contract in which that member has a financial interest.
9. Fix the rate of compensation for all employees.
10. Recognize and welcome its responsibility, individually and collectively, to listen to comments and suggestions from the residents of the district.
11. Refer compliments, suggestions, and constructive criticisms about operational matters directly to the Superintendent or designee for appropriate consideration and action. Comments affecting policy will be routed, through appropriate channels available to the Superintendent, to the Board meeting agenda for consideration by the Board as a whole.
12. Not individually speak for, or in the name of, the Board as a whole without consent from the Board.
Bylaws of the Board

General Duties and Responsibilities (continued)

13. Not make individual statements at any time that would be interpreted as having Board approval.

Further, the Board may:

14. Employ or dismiss employees upon recommendation of the Superintendent.

15. Delegate responsibility for the signing of written orders which authorize the approved disbursement of funds to a member of the Board or designated employee(s).


17. Provide for the payment of traveling expenses of any representative of the Board when performing services directed by the Board.

18. Select a member or members of the Board to attend meetings of any society, association, or organization for which the school district has subscribed for membership, or any convention to which it may pay the expenses for any employee.

19. Accept such gifts, donations, bequests, and devices as are made to the district for the benefit of the schools.

20. Pass upon the recommendations of the Superintendent:

   a. On matters of repairs and maintenance of the buildings, grounds, and equipment.

   b. On matters of capital outlay with reference to buildings, major improvements, and equipment.

   c. On matters pertaining to the curricular offerings of the school district.

   d. On matters of policy pertaining to the welfare of the schools.
Bylaws of the Board

General Duties and Responsibilities (continued)

21. Require and consider reports from the Superintendent concerning the program and conditions of the schools.

Legal Reference:

CALIFORNIA EDUCATION CODE

35010-12 Control of District
42131 Certification of Ability to Meet Fiscal Obligations
35100 et seq. Membership