

**DELEGATION OF AUTHORITY TO THE SUPERINTENDENT/
PRESIDENT**

<p>BP No. 2430</p>

Board Adopted: 11/12/03; 1/13/16; 7/12/17

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- I. The Board of Trustees delegates to the Superintendent/President the executive responsibility for administering the policies adopted by the Board and executing all decisions of the Board requiring administrative action.
- II. The Superintendent/President may delegate any powers and duties entrusted to him or her by the Board, including the administration of educational centers, but will be specifically responsible to the Board for the execution of such delegated powers and duties.
- III. The Superintendent/President is empowered to reasonably interpret Board policy. In situations where there is no Board policy direction, the Superintendent/President shall have the power to act, but such decisions shall be subject to review by the Board. It is the duty of the Superintendent/President to inform the President and/or the whole Board of such action and to recommend written Board policy if one is required.
- IV. The Superintendent/President is expected to perform the duties contained in the Superintendent/President's job description and fulfill other responsibilities as may be determined in annual goal-setting or evaluation sessions. The job description and goals and objectives for performance shall be developed by the Board in consultation with the Superintendent/President.
- V. The Superintendent/President shall ensure that all relevant laws and regulations are complied with, and that required reports are submitted in timely fashion.
- VI. The Superintendent/President shall make available any information or give any report requested by the President and/or the whole Board. Individual Trustee requests for information shall be met if, in the opinion of the Superintendent/President in consultation with the Board President, they are not unduly burdensome or disruptive to District operations. Information provided to any Trustee shall be available to all Trustees.
- VII. The Superintendent/President shall act as the professional advisor to the Board in policy formation and keep the Board President or the whole Board informed of news, events, and actions that may concern the Board.
- VIII. All employee communications and reports to the Board and Board communications and reports to the employees shall be coordinated through the Superintendent/President.
- IX. In the absence of the Superintendent/President, his/her duties shall be assumed by the Vice President of Academic Affairs.
- X. In the event the Office of the Superintendent/President becomes vacant because of resignation, termination, or death of the existing Superintendent/President, or by an

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extended and incapacitating illness as certified by medical documentation, the Board shall appoint an Interim Superintendent/President.

XI. Sources/References:

Education Code Sections 70902(d), 72400;
ACCJC Accreditation Standards IV.B.5., IV.C.12, and IV.D.1 (formerly IV.B.1.j and IV.B.2).