

## **Board Job Description**

The Board's job is to represent, lead and serve the community at large and to lead the District by establishing expectations for every student results, expectations for quality operational performance, and monitoring actual performance against those expectations.

The Board will:

1. Ensure that the **Results** are the dominant focus of organizational performance.
2. Advocate for the District and every student it serves.
3. Continue to initiate and maintain effective communication with students, staff, parents and the community at large as a means to engage all stakeholders in the work of the Board and the District.
4. Develop written governing policies that address:
  - a. **Results**: The intended outcomes for every student served by the organization;
  - b. **Operational Expectations**: Statements of the Board's values about operational matters delegated to the Superintendent, including both actions and conditions to be accomplished and those prohibited;
  - c. **Board Culture**: Definition of the Board's own work, the processes it will employ and conditions within which it will accomplish that work;
  - d. **Board/Superintendent Relationship**: The role relationship of the Superintendent and the Board, including the specified authority of the Superintendent and the process for monitoring the District and Superintendent's performance.
5. Ensure effective Superintendent performance through effective monitoring of **Results** and **Operational Expectations** policies.
6. Ensure effective Board performance through effective evaluation of Board actions and processes.
7. Approve an independent auditor to conduct an annual external review of the District's financial condition and report directly to the Board.
8. Approve all legal counsel who serve the interests of the Board and District.
9. Name or rename facilities, non-school buildings, mascots and logos in Board sub-committee.
10. Adjust attendance boundaries.

11. Approve bond elections and related matters.

**Legal Reference:**

**EDUCATION CODE**

5000-5033 *Election of school district board members*  
5304 *Governing board; duties*  
35010 *Control of district; prescription and enforcement of rules*  
35020-35046 *Officers and agents*  
35100-35401 *Governing Boards*  
35160 *Authority of governing boards commencing January 1, 1976*  
35160-35192 *Powers and Duties*  
35291 *Rules*

**GOVERNMENT CODE**

1090 *Financial interest in contract*  
1098 *Disclosure of confidential information*  
1125-1129 *Incompatible activities*  
1302 *Continuance in office until qualification of successor*  
1303 *Exercising functions of office without having qualified*  
1360 *Necessity of taking constitutional oath*  
54950-54963 *The Ralph M. Brown Act*  
87300-87313 *Conflict of Interest Code*

Adopted: April 24, 2007

Revised: March 27, 2012

Revised: March 10, 2015

Revised: October 13, 2015

Revised: March 26, 2019

Revised: June 29, 2021

**Monitoring Method:** *Board self-assessment*

**Monitoring Frequency:** *Annually*