

LINE AND STAFF RELATIONS

Unless otherwise specifically limited by statute or Board action, any of the powers and duties specifically assigned to the Superintendent may be delegated to others serving under the Superintendent. However, the Superintendent shall continue to be responsible to the Board for the satisfactory execution of the delegated power and duties.

Lines of authority shall be outlined by the Superintendent by means of organization charts, job descriptions, administrative regulations or directives.

In the absence of the Superintendent for any reason, the Deputy Superintendent shall serve as the chief executive officer of the District and shall report directly to the Board of Education

The Superintendent shall make his/her whereabouts known to the Superintendent's office staff and the Board at all times. If the Superintendent leaves the District, the Superintendent shall make every effort to communicate his/her itinerary to the office administrative assistant, who, in turn, shall inform others who want or need to know. In case of a bona fide emergency, every effort will be made to notify the Superintendent of the situation. If the Superintendent is unable to be reached, the responsibility and the authority to act for the District shall fall first to the Deputy Superintendent and in the absence of the Deputy, the ~~Associate Superintendent for Education.~~ Chief Financial Officer.

Adopted: September 24, 2009

Amended: August 11, 2011

LEGAL REF.: 22-5-4 NMSA
6.20.2.12 NMAC