

CHAVEZ HUIERTA

K-12 PREPARATORY ACADEMY

Book	CHPA Board Policy Manual
Section	Chapter 1 CHPA Board
Title	BP 1000 Delegation of Authority of the President/CEO
Number	BP 1000
Status	Active
Legal	Chávez/Huerta K-12 Preparatory Academy Board of Directors Bylaws
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The Board delegates to the President/CEO full authority to operate and control Chavez/Huerta K-12 Preparatory Academy (CHPA) business **consistent with Colorado law and regulations and in accordance with CHPA Bylaws and Policies**. The President/CEO has the executive responsibility for administering the policies adopted by the Board and executing all decisions of the Board requiring administrative action. The Board shall not delegate any power that is expressly made non-delegable by statute.

The President/CEO has the authority to supervise the general business procedures of CHPA to assure the proper administration of property and contracts; the budget, audit and accounting of funds; the acquisition of supplies, equipment, services, and property; and the protection of assets and persons. All transactions shall comply with applicable laws and regulations, and with the Colorado Financial Policies and Procedures and with all approved Board Policies (BP) and Administrative Procedures (AP).

The President/CEO is authorized to award vendor contracts with the exception of those for legal services, auditors, insurance brokers, and irrevocable trust managers. The President/CEO shall seek Board input regarding how to proceed before these services are sought and selected.

No contract shall constitute an enforceable obligation against the CHPA until it has been approved or ratified by the Board. The President/CEO shall make appropriate periodic reports to the Board and shall keep the Board fully advised regarding the financial status of the CHPA.

The President/CEO has the authority to authorize employment, fix job responsibilities, and perform other personnel actions provided that all federal and state laws and regulations, Board policies, and administrative procedures have been followed and these actions are subject to confirmation by the Board. All terminations of employment must be approved by the Board of Directors in accordance with BP/AP 5050 Discipline & Dismissals.

The President/CEO may delegate any powers and duties entrusted to him or her by the Board

including the administration of CHPA, but will be specifically responsible to the Board for the execution of such delegated powers and duties.

The President/CEO shall act as the professional advisor to the Board in policy formation. The President/CEO is empowered to reasonably interpret board policy. In situations where there is no board policy direction, the President/CEO shall have the power to act, but such decisions shall be subject to review by the Board. It is the duty of the President/CEO to inform the Board of such action as soon as possible and to recommend written board policy if one is required.

The President/CEO shall make available any information or give any report requested by a Board majority at a public meeting. Individual Board member requests for information shall be met if, in the opinion of the President/CEO, is able to meet such request in a timely manner. Information provided to any Board Member shall be provided to all Board Members.

Last Revised May 16, 2023