



**SECTION: LOCAL BOARD
PROCEDURES AND GOALS**

POLICY: 003

TITLE: BOARD FUNCTIONS

ORIGINAL: June 24, 2002

MOST RECENT REVISION: July 20,
2020

**LAST REVIEW BY POLICY
COMMITTEE:**

I. PURPOSE

II. DEFINITIONS

None.

III. POLICY

A. Legislative

The Board shall exercise its rule-making power by adopting policies and procedures for the organization and operation of the school district. Those policies which are not required by law to have more than one reading may be adopted, amended, or repealed at any meeting of the Board, provided the proposed adoption, amendment, or repeal shall have been proposed at a previous Board meeting. Policies shall be adopted, amended, or repealed by a majority vote of the Board.

The Board may, upon a majority vote, cause to suspend at any time the operation of a policy, when necessary, provided the suspension does not conflict with legal requirements; and such suspension shall be effective until the next meeting of the Board, unless an earlier time is specified in the motion to suspend. These policies may be adopted or amended at a single meeting of the Board in an emergency. An emergency shall be defined for purposes of this rule as any situation or set of circumstances which the Board has reason to believe will close the schools or jeopardize the safety or welfare of the pupils or employees of the District.

The adoption, modification, repeal, or suspension of a Board policy shall be recorded in the minutes of the Board meeting. All current policies shall be maintained in the Board Policy Manual.

B. Executive

The Board shall exercise its executive power by the appointment of a district Superintendent who shall enforce the statutes of the Commonwealth, the regulations of the State Board of Education, the policies of the Board, and all other applicable laws and regulations. The Superintendent shall be responsible for developing guidelines implementing the policies of the Board. The Guidelines shall be consistent with state and federal statutes and regulations, dictated by the policies of this Board, and binding on district employees and students. The Board reserves the right to alter or rescind any such

administrative guidelines. These guidelines shall be maintained in the Board Policy Manual, numbered and filed with the applicable policy.

The Superintendent may recommend policies for approval by the Board relating to the operation of the school district which are consistent with statutes and regulations of the State Board and are dictated by Board policies.

Policies shall be binding on district employees and pupils once approved by the Board.

The Superintendent shall be delegated the authority to take necessary action in circumstances not provided for in Board policy, provided that such action shall be reported to the Board at the next meeting.

The Superintendent, in his/her discretion, may delegate to other school personnel the exercise of any powers and the discharge of any duties in order to aid in the management of the schools. This delegation of power or duty, however, shall not relieve the Superintendent of his/her responsibility for actions taken under such delegation.

The Superintendent shall implement a procedure to inform Board members and designated employees of their responsibility under the Public Official and Employee Ethics Act.

C. Review

The Board may assume jurisdiction over controversies or disputes arising within this school district concerning any matter over which the Board has authority granted by statute or where the Board has retained jurisdiction in contract or policies.

In furtherance of its adjudicatory function, the Board may hold hearings in accordance with law which shall offer the parties to a dispute, on notice duly given, a fair and impartial forum for the resolution of the matter.

Beyond the basic requirements of due process, a hearing may vary in form and content, as determined by the Board in its sole discretion unless otherwise required by law, in line with the severity of the consequences which may flow from it, the difficulty of establishing findings of fact from conflicting evidence, and the impact of the Board's decision on the school district.

IV. DELEGATION OF AUTHORITY

None.

V. REFERENCES

24 P.S. § 3-301

24 P.S. § 4-407

24 P.S. §§ 5-510, 5-511

24 P.S. §§ 10-1001, 10-1081

24 P.S. § 11-1126

65 Pa. C.S.A. §§ 1101, et seq.

2 Pa. C.S.A. §§ 551, et seq.