

# WALLINGFORD- SWARTHMORE SCHOOL DISTRICT

SECTION: LOCAL BOARD PROCEDURES

TITLE: FUNCTIONS

ADOPTED: January 22, 2001

REVISED:

	<p style="text-align: center;">003. FUNCTIONS</p> <p>Section 1. <u>Legislative</u></p> <p>The Board shall exercise its rule-making power by adopting Board procedures and policies for the organization and operation of the school district. Those procedures and policies which are not dictated by the statutes, or regulations of the State Board, or ordered by a court of competent authority may be adopted, amended or repealed at any meeting of the Board, provided the proposed adoption, amendment or repeal shall have been proposed and considered in three (3) committee or business meetings.</p> <p>Changes in a proposed Board procedure or policy, except for minor editorial revisions, at the second reading shall cause that reading to constitute a first reading.</p> <p>The Board may, upon a majority vote, cause to suspend at any time the operation of a Board procedure or policy, provided the suspension does not conflict with legal requirements; such suspension shall be effective until the next meeting of the Board, unless an earlier time is specified in the motion to suspend.</p> <p>The Board may establish interim policies in lieu of formal policies or suspend same to meet emergency conditions or to provide for special events which will take place before formal action can occur. Approval of two thirds (2/3) of Board membership shall be required for action.</p> <p>Board procedures shall be adopted, amended or repealed by a majority vote of the Board.</p> <p>Board policies shall be adopted, amended or repealed by a majority vote of the Board.</p> <p>The adoption, modification, repeal or suspension of a Board procedure or policy shall be recorded in the minutes of the Board meeting. All current procedures and policies shall be maintained in the Board Policy Manual.</p>
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SC 301, 407, 510,  
511

Pol. 006

Pol. 007

SC 407	<p>The by-laws and operating procedures of the Board of School Directors shall be adopted by the Board of School Directors and in keeping with the Pennsylvania Public School Code of 1949.</p>
SC 508, 1001	<p>Section 2. <u>Executive</u></p> <p>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, and the policies of the Board.</p> <p>The Board shall be responsible for evaluating the effectiveness of the execution of Board policies as administered by the Superintendent. Evaluation by the Board requires a continuous appraisal of the results of its educational policies as well as the effectiveness of the general administration.</p>
SC 510	<p>The Superintendent shall be responsible for the preparation of administrative guidelines for the operation of the school district that are not inconsistent with statutes or regulations of the State Board; are dictated by the policies of this Board; and are binding on district employees and students when issued, and require Board approval prior to distribution.</p> <p>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.</p>
Act 170 of 1978 65 P.S. 404(d)	<p>The Superintendent shall implement a procedure to inform Board members and designated employees of their responsibility under the Ethics Law.</p> <p>Section 3. <u>Administrator/Board Communication</u></p> <p>The Board of School Directors believe that effective communication is critical to the success of the school district. Therefore, should the Administrative Council request a meeting with the Board, the representative of the Administrative Council should contact the chair of the Personnel Subcommittee to establish a meeting. It is the responsibility of the chair of the Personnel Subcommittee to arrange a "meet and discuss" session with the administration within thirty (30) days and arrange for written minutes to be distributed to all administrators and Board members within fourteen (14) days following each meeting.</p>

<p>SC 510, 1126 et seq</p> <p>2 Pa C.S.A. Sec. 551 et seq</p> <p>School Code 301, 407, 508, 510, 511, 1001, 1126 et seq</p> <p>Pa Statute 2 Pa C.S.A. Sec. 551 et seq</p> <p>PA Statute 65 P.S. 404 (d)</p> <p>Board Policy 006, 007</p>	<p>Section 4. <u>Review</u></p> <p>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.</p> <p>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.</p>
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