

SECTION: LOCAL BOARD PROCEDURES

TITLE: FUNCTIONS

ADOPTED: 11/20/97

REVISED:

ALLENTOWN SCHOOL DISTRICT

<p>SC 301, 407, 510, 511 Pol. 009</p> <p>SC 508</p> <p>SC 422, 508 Pol. 006</p>	<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 procedures and policies for the organization and operation of the school district. Those procedures and policies which are not dictated by the statutes or rules of the State Board or ordered by a court of competent authority may be adopted, amended or repealed at any meeting of the Board, provided the proposed adoption, amendment or repeal shall have been submitted in writing at a regular Board Policy Committee meeting. The new or revised procedure or policy shall be in effect as of the adoption or revision date or as of the date specified in the procedure or policy.</p> <p>The Board may, upon a vote, cause to suspend at any time the operation of a procedure or policy when necessary, 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>All policies shall be reviewed by the school district's solicitor prior to the first reading. Policies shall require approval at two (2) consecutive regular Board meetings; however, in an emergency they may be adopted or amended at a single meeting of the Board. 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.</p> <p>Procedures of the Board shall be adopted, amended, or repealed by a majority vote of the full Board. Policies shall be adopted, amended or repealed by a majority vote of the full Board.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 printed in the Board Policy Manual.</p>
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	<p>Section 2. <u>Executive</u></p> <p>SC 1001 The Board shall exercise its executive power by the appointment of a district Superintendent who shall enforce the statutes of the Commonwealth, the rules of the State Board of Education, and the policies of the Board of School Directors.</p> <p>SC 510 The Superintendent may prepare regulations for the administration of the school district which are not inconsistent with statutes or regulations of the State Board and are consistent with and dictated by the policies of this Board. Such regulations shall be binding upon the employees and students of this district when issued. The Board reserves the right to alter or rescind any such guideline and to require Board approval prior to the promulgation.</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 regular or special meeting following such action in order for the Board to adopt policy to cover the situation.</p> <p>Act 170 of 1978 The Superintendent shall implement a procedure to inform Board members and employees of their responsibilities under the Ethics Law.</p> <p>This procedure shall be approved by the Board and the completion of the implementation reported to the Board.</p> <p>Section 3. <u>Review</u></p> <p>SC 510, 1126 et seq 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>2 PA C.S. Sec. 551 et seq 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> <p>Section 4. <u>Board Functions</u></p> <p>The major functions of the Board will be:</p> <ol style="list-style-type: none"> a. Formulating and approving policies for the organization and improvement of public education in Allentown. b. Interpreting the needs and desires of the community in educational matters to its professional staff.
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	<ul style="list-style-type: none">c. Implementing all actions required by law.d. Appointing the Superintendent and approving the employment of administrative staff.e. Approving curricular programs and the requirements for graduation.f. Determining the compensation and salary schedules of all employees of the Board.g. Considering specific actions recommended by the Superintendent.h. Presenting statements of need with supporting data for new school facilities, alterations and extensions of existing facilities.i. Approving preliminary and final plans and specifications for all new buildings and additions and of school sites.j. Approving an annual budget, prepared by the Superintendent before its presentation.k. Evaluating the programs of the school district and designated executive personnel.l. Keeping the public informed of the purposes, needs and conditions of education in Allentown.
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