

# SHALER AREA SCHOOL DISTRICT

POLICY 003

SECTION: LOCAL BOARD PROCEDURES

TITLE: FUNCTIONS

ADOPTED: October 21, 1998

REVISED:

## 003. FUNCTIONS

### Section 1. Legislative

- SC 301,  
407,  
510,  
511
- 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by the statutes, or rules of the State Board, or ordered by a court of competent authority, may be adopted, amended or repealed at any meeting of the Board, provided the proposed adoption, amendment or repeal shall have been proposed at a previous Board meeting and, once proposed, shall have remained on the agenda of each succeeding Board meeting until approved or rejected; except that:
- a. Changes in a proposed procedure or policy, except for minor editorial revisions, at the second reading shall cause that reading to constitute a first reading.
  - b. The Board may, upon a majority vote, cause to suspend at any time the operation of a procedure or policy herein contained, if 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.
  - c. These procedures and 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.
- SC 508

SC 422,  
508

Procedures of the Board shall be adopted, amended, or repealed by a majority vote of the full Board. Policies shall be adopted, amended or repealed by a majority vote of the full Board.

The adoption, modification, repeal or suspension of a Board procedure or policy shall be recorded in the minutes of the Board. All current procedures and policies shall be printed in the Board policy manual.

## Section 2. Executive

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.

SC 510

The Superintendent may prepare guidelines for the administration of the school district which are not inconsistent with statutes or regulations of the State Board and are dictated by the policies of this Board and which shall be binding upon the employees of this district and the students of these schools when issued, but shall be provided to the Board at the next meeting thereof. The Board reserves the right to alter or rescind any such guideline.

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 meeting next following such action.

## Section 3. Review

SC 510,  
1126 et seq

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

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.

Beyond the basic requirements of due process, a hearing may vary in form and content 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.

School Code

301, 407,

422, 508,

510, 511,

1001, 1126

et seq