

# FAIRVIEW SCHOOL DISTRICT

SECTION: LOCAL BOARD PROCEDURES

TITLE: PURPOSE AND FUNCTION

ADOPTED: June 20, 1994

REVISED:

## 003. PURPOSE AND FUNCTION

The members of the Board of School Directors of the Fairview School District shall affirm and strive to fulfill the following purposes and functions:

1. To operate an effective school system which will provide formal education to all school-aged persons (ages 6-21) of the Fairview School District.
2. To provide buildings, equipment, materials, administrative staff, teaching staff and support personnel necessary for the operation of an effective school system.
3. To provide a fair taxation program which will balance the ability of the community to finance the program of education with the needs of the children of the school district.
4. To know in detail at all times the financial status of the district.
5. To maintain local control of the district.
6. To pass and establish policy for all operations of the school district which will maintain a working balance with the responsibilities of the Superintendent to administer and develop proper regulations.
7. To be answerable to the residents of the district on all school matters, including financial, educational, operational and curricular.
8. To be familiar with the State Department of Education regulations and the School Code and district policy.
9. To participate in training opportunities which are offered for Board members.
10. To know the educational aims and objectives of the school system.
11. To work harmoniously with other Board members and to act and vote impartially for the good of the district.

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<p>SC 301, 407, 510, 511</p> <p>Bylaws 003.1</p> <p>SC 422, 508</p> <p>AP 003</p>	<p>12. To represent the district in such a way as to promote respect and support for the district and its programs.</p> <p><u>Legislative</u></p> <p>The Board encourages the public, the Board members, the staff, and the students to make suggestions for school policy. The Board will consider all legitimate suggestions.</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by the statutes, or rules of the State Board, or ordered by a court of competent authority may be adopted, amended or repealed at any meeting of the Board.</p> <p>Policy proposals submitted to the Policy Committee for review and suggested amendments to or revisions of existing policies and rules and regulations shall be submitted to all members of the Board and to the Superintendent, in writing, prior to the regularly scheduled Board meeting in which such proposed policies, amendments, or revisions shall be read and discussed. The Board, however, reserves the right to ensure that all such procedures are in compliance with existing Board policy. A vote for adoption shall take place at the next succeeding regular meeting of the Board.</p> <p>The Board shall adopt policies which shall enable them to act as the lay representatives of the public and ensure public control of education, yet conduct a quality system of education.</p> <p>The formulation of administrative procedures is the responsibility of the Superintendent.</p> <p>Internal Board policies and administrative procedures shall require a two-thirds (2/3) vote of the total membership for adoption and/or amending.</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's policy manual.</p> <p>The Board shall not attempt to administer these policies, for the Board recognizes that it is the role of the Superintendent to administer and develop procedures for the conduct of the Board's policies.</p>
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<p>SC 1001</p>	<p><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 rules of the State Board of Education and the policies of the Board of School Directors.</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 meeting next following such action.</p> <p>In cases where action must be taken within the District, and if the Board has provided no guide for administrative action, the Superintendent shall have the power to act, but his/her decision shall be subject to review by action of the Board.</p> <p>It shall be the duty of the Superintendent to inform the Board promptly of such action and a need for policy in this area.</p> <p>Administrative procedures, developed by the Superintendent, are intended to implement Board policy. These procedures are subject to approval by the Board.</p> <p><u>Election of Superintendent</u></p> <p>If the current Superintendent is to be retained, the Board may reelect him/her at their discretion from July 1 of the year prior to the expiration of this term up through the first week in January of the same year as the expiration.</p> <p>If the current Superintendent might <u>not</u> be retained, the Board shall notify the Superintendent by the first week in January of the year in which his/her term expires that the Board is opening the position to consider other candidates for the office of Superintendent.</p> <p>This notification shall include either a statement that the current Superintendent may apply as a candidate, or a statement that the Board will <u>not</u> consider the current Superintendent as a candidate.</p> <p>The Board Secretary shall notify the Board members at least five (5) days beforehand that the agenda for the meeting will include a determination of the status of the current Superintendent. All action concerning the status of the current Superintendent's situation shall require an affirmative vote of five (5) members.</p>
<p>SC 1073</p>	<p>However, if the Board fails to act on the status of the Superintendent 150 days prior to the expiration of his/her term, the Superintendent shall automatically be re-elected for the same length of term as was his/her previous one.</p>

<p>SC 510, 1126 et seq</p> <p>2 PA C.S.A. Sec. 551 et seq</p>	<p>The Board shall develop bylaws to establish a procedure for the orderly search for a candidate.</p> <p>All sessions for the employing of a new Superintendent shall be considered executive sessions.</p> <p>Monies should be budgeted for the necessary expenditures of a well-organized search.</p> <p>The election of the new Superintendent shall occur at a regular meeting or a special meeting. The Board Secretary shall give five (5) days notice beforehand. An affirmative vote of five (5) members is required. The term shall be set at three to five years, to begin either on the first day of July following his/her election or at a time mutually agreed upon by the duly elected Superintendent and the Board.</p> <p><u>Review</u></p> <p>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.</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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