Book Policy Manual

Section 000 Local Board Procedures

Title Functions

Code 004

Status Active

Adopted June 27, 1990

Last Revised

**Legislative**

The principal statutory duties of the Board of Public Education shall be:

1 . To define the general policies of the School District.

2. To legislate upon all matters pertaining to the School District.

3 . To determine and direct all expenditures for the maintenance and improvement of the School District.

4. To appoint the officers herein prescribed and define their duties.

5. To appoint teachers.

6. To grant and award scholarships on a merit basis.

The Board shall exercise its rule-making power by adopting procedures and policies for the organization and operation of the School District. Board procedures and policies shall be adopted, modified, repealed or suspended in accordance with applicable statutes, regulations and Board policies and procedures. [1][2][3][4][5]

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.

**Executive**

The Board shall exercise its executive power by the appointment of a Superintendent who shall enforce the statutes of the Commonwealth, the rules of the State Board of Education, and the policies of the Board. [6]

The Superintendent shall be hired for a specified period of time which shall be evidenced by a written contract between the Superintendent and the Board. The term of employment shall not exceed six (6) years, and the contract may be modified either as to the terms and conditions of employment or the salary, by the mutual agreement of the Superintendent and at least five (5) of nine (9) Board members.

The Superintendent is the chief administrative officer of the Board. As such, they shall:

1. Have administrative responsibility for the operation of all departments of the school district except the departments of School Treasurer and School Controller.
2. Be the conduit through which the Board communicates to the staff and the staff communicates to the Board relative to the operation of the School District.
3. Share with the Board all communications both verbal and written which are directed to the Superintendent by any person and which relate to matters of importance in the operation of the School District.
4. Be the spokesperson for the School District to members of the media relative to the operation of the School District.

**Governance and Leadership**

The Board recognizes that the legal authority of the Board lies with the collective body, not with individual members. Therefore, the Board members will work collaboratively to make good policy decisions. The Board shall lead by assuming the governance roles as defined in Policy 009 – Board Governance Standards/Code of Conduct/Code of Ethics.

**Evaluation of Board Functions**

The Board shall be responsible for reviewing and evaluating its functions pursuant to this Policy on an annual basis on or before January 1st of each year in office, or upon assuming the duties of office in any partial year in office, as may be applicable.

Legal

[1. 24 P.S. 301](http://www.legis.state.pa.us/cfdocs/legis/LI/uconsCheck.cfm?txtType=HTM&yr=1949&sessInd=0&smthLwInd=0&act=14&chpt=3&sctn=1&subsctn=0)

[2. 24 P.S. 407](http://www.legis.state.pa.us/cfdocs/legis/LI/uconsCheck.cfm?txtType=HTM&yr=1949&sessInd=0&smthLwInd=0&act=14&chpt=4&sctn=7&subsctn=0)

[3. 24 P.S. 508](http://www.legis.state.pa.us/cfdocs/legis/LI/uconsCheck.cfm?txtType=HTM&yr=1949&sessInd=0&smthLwInd=0&act=14&chpt=5&sctn=8&subsctn=0)

[4. 24 P.S. 510](http://www.legis.state.pa.us/cfdocs/legis/LI/uconsCheck.cfm?txtType=HTM&yr=1949&sessInd=0&smthLwInd=0&act=14&chpt=5&sctn=10&subsctn=0)

[5. 24 P.S. 511](http://www.legis.state.pa.us/cfdocs/legis/LI/uconsCheck.cfm?txtType=HTM&yr=1949&sessInd=0&smthLwInd=0&act=14&chpt=5&sctn=11&subsctn=0)

[6. 24 P.S. 1001](http://www.legis.state.pa.us/cfdocs/legis/LI/uconsCheck.cfm?txtType=HTM&yr=1949&sessInd=0&smthLwInd=0&act=14&chpt=10&sctn=1&subsctn=0)

[BOG 004 Role of the Board of Public Education\_final\_clean (3).pdf (1](https://go.boarddocs.com/pa/pghboe/Board.nsf/files/BTHM6T58E2F8/$file/BOG%20004%20Role%20of%20the%20Board%20of%20Public%20Education_final_clean%20(3).pdf)