

Barre Town Supervisory District Policy Manual

TITLE: Board Powers and Responsibilities CODE: BBA

In accordance with Vermont Statutes Annotated, the Barre Town School Board is an agent of the State and the duly constituted authority of the Town of Barre in all matters relating to the operation of the public school.

The School Board is a corporate body of five members elected by town voters to operate and maintain the school system. It derives its powers and duties from the Statutes of the State of Vermont. These duties shall include, but not be limited to, those that follow.

The School Board of a school district, in addition to other duties and authority specifically assigned by law:

1. Shall determine the educational policies of the school district. Board policies shall be of general application to the district, shall be in writing, codified, and made available to the public. Board policies shall be adopted at regular or special School Board meetings. A School Board shall give public notice of its intent to adopt a Board policy, stating the substance of the proposed policy, at least ten days prior to its adoption. A School Board may also approve or disapprove rules and regulations proposed by the principal or superintendent for the conduct and management of public schools in the district.
2. May take any action, which is required for the sound administration of the school district. The Commissioner of Education, with the advice of the attorney general, upon request of a School Board, shall decide whether any action contemplated or taken by a School Board under this subdivision is required for the sound administration of the district and is proper under this subdivision. The commissioner's decision shall be final.
3. Shall have the possession, care, control, and management of the property of the school district, subject to the authority vested in the electorate or any school district official.
4. Shall keep the school buildings and grounds in good repair, suitably equipped, insured, and in safe and sanitary condition at all times. The School Board will regulate or prohibit firearms or other dangerous or deadly weapons on school premises.
5. Shall have discretion to furnish instruction to pupils who have completed a secondary education and to administer early educational programs.
6. May relocate or discontinue use of a schoolhouse [of] facility, subject to the provision of 16 V.S.A. §821 & §822.
7. Shall establish and maintain an adequate system of financial disbursement, accounting, control and reporting procedures that ensures that all payments are lawful and in accordance with a budget adopted or amended by the School Board. The School Board may authorize a subcommittee or a designated employee of the School Board to examine claims against the district for school expenses and draw orders for such as shall be allowed by it payable to the party entitled thereto. Such orders shall state definitely the purpose for which they are drawn and shall serve as full authority to the treasurer to make such payments. It shall be lawful for a School Board to submit to its treasurer a certified copy of those portions of the Board minutes, properly signed by the clerk and chairman, or a majority of the Board, showing to whom, and for what purpose each payment is to be made by the treasurer, and such certified copy shall serve as full authority to the treasurer to make the payments as thus approved.
8. Shall establish with the advice and consent of the auditor of accounts and the commissioner, a system of accounts for the proper control and reporting of school district finances and for stating the annual financial condition of the school district.
9. Shall prepare and distribute to the electorate, not fewer than ten days prior to the district's annual meeting, a report of the conditions and needs of the district school system, including the

superintendent's and supervisory union treasurer's annual report for the previous school year, and an auditor's report prepared pursuant to 14 V.S.A. §1683.

10. Shall prepare and distribute annually a proposed budget for the next school year according to such major categories as may from time to time be prescribed by the commissioner. A proposed budget shall show all revenues and expenses and shall be prepared and distributed at least ten days before a sum of money is voted on by the electorate.
11. Shall employ such persons as may be required to carry out the work of the school district and dismiss any employee when necessary. The School Board may delegate the responsibility of hiring and dismissing classified personnel to the superintendent. The Board shall consider the recommendation of the Superintendent before employing or dismissing any licensed professional.
12. Shall prepare annually, on or before August 5, a report for the school district containing, on forms prescribed and furnished by the commissioner, a classified statement under oath of the actual cash expenditures of the school district for the preceding school year for school purposes, and such other information as the commissioner prescribes. Such report shall be prepared in triplicate. One copy shall be retained by the superintendent, one copy shall be sent to the school district clerk, and the other sent to the commissioner on or before August 15. A district shall not be entitled to receive any portion of school money distributed by the state unless such returns are made.
13. Shall provide, at the expense of the district, subject to the approval of the superintendent, all text books, learning materials, equipment and supplies.
14. Shall exercise the general powers given to a legislative branch of a municipality.
15. May execute controls on behalf of the school district by the Board's Chairperson, or any person designated whose appointment is recorded in the minutes of the Board.
16. Shall employ a public accountant at least once in each period of three years to audit the financial statements of the school district and include in the annual report a notice that the audit has been performed. The School Board may authorize an audit in conjunction with another school district or supervisory union.
17. Shall establish policies and procedures designed to avoid the appearance of Board member conflict of interest.

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Date Warned:

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Legal Reference(s): 16 V.S.A. §563

Cross-References: VSBA Vermont Model Policy Manual