

A. W. BEATTIE CAREER CENTER

SECTION: JOINT COMMITTEE
PROCEDURES

TITLE: FUNCTIONS

ADOPTED: March 25, 1999

REVISED &:

APPROVED: November 15, 2012

	<p style="text-align: center;">003. FUNCTIONS</p> <p>Section 1. Legislative</p> <p>SC 1707, 1850.1 1850.3</p> <p>The Joint Operating Committee shall exercise its rule-making power by adopting procedures and policies for the organization and operation of A. W. Beattie Career Center. Those procedures and policies which are not dictated by the statutes, or regulations of the State Board, or ordered by a court of competent authority may be adopted, amended or repealed at any meeting of the Joint Operating Committee, provided the proposed adoption, amendment or repeal shall have been proposed at a previous Joint Operating Committee meeting until approval or rejected.</p> <p>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.</p> <p>The Joint Operating Committee may, upon a majority 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; and such suspension shall be effective until the next meeting of the Joint Operating Committee, unless an earlier time is specified in the motion to suspend.</p> <p>SC 422</p> <p>Procedures of the Joint Operating Committee shall be adopted, amended, or repealed by a majority vote of the full Joint Operating Committee.</p> <p>Pol. 006</p> <p>Policies shall be adopted, amended or repealed by a majority vote of the full Joint Operating Committee.</p> <p>Pol. 007</p> <p>The adoption, modification, repeal or suspension of a Joint Operating Committee procedure or policy shall be recorded in the minutes of the Joint Operating Committee meeting. All current procedures and policies shall be maintained in the Joint Operating Committee Policy Manual.</p>
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Individual Joint Operating Committee members should not give employees instructions that should come only as actions of the entire Joint Operating Committee through the Executive Director.

Nothing in this policy is intended to prohibit normal social discourse or the assignment of employees to work various subcommittees.

Section 5. Staff Involvement in Decision Making

It is the policy of the Joint Operating Committee to encourage employee participation in decision making.

Such participation shall include, as appropriate to areas, programs, and school, involvement in:

- a. Policy Development.
- b. Administrative rules development.
- c. Budget planning.
- d. Facilities planning.

In the development of rules, regulations, and arrangements for the operation of schools and services, the Executive Director shall include at the planning stage, whenever feasible, those employees who will be affected by such provisions.

The professional staff shall be given an opportunity and encouragement to contribute in curriculum development and in the development of policies and regulations pertaining to the instructional program and the operation of services.

Each administrator shall maintain channels for conferring with both the professional and support staff in establishing policies and regulations.

The Executive Director and employees shall establish channels for the ready inter-communication of ideas and feelings regarding A. W. Beattie Career Center operations. The administration shall weigh with care the counsel given, especially that given by groups designated to represent large segments of the staff, and shall inform the Joint Operating Committee when appropriate of all such counsel when presenting recommendations for Joint Operating Committee action.

The Joint Operating Committee shall ordinarily utilize established channels for the exchange of ideas between itself and its staff.