

SECTION: Local Board Procedures

CATASAUQUA AREA SCHOOL DISTRICT

TITLE: Functions

ADOPTED: September 14, 1998

REVISED: November 10, 2005

REVIEWED: November 10, 2005

REVISED: November 12, 2019

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| | #003 – FUNCTIONS | 1 |
| | Section 1 – <u>Legislative</u> | 2 |
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| 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 Those procedures and policies may be adopted, amended or repealed at any meeting of the Board, provided that adoption, amendment or repeal shall have been proposed and draft language distributed to all members of the Board by e-mail no less than twenty-four (24) hours before the meeting or included with the on-line agenda for the meeting made available to the Board at least four (4) days before the meeting. The Board may revise the proposed draft language before final adoption of a new or amended policy or procedure at the meeting, so long as the revision is within the scope of the subject matter of the policy or procedure, or the proposed draft language. No person other than a Board member may assert a violation of the requirements of this paragraph; a Board member present at the meeting where action is taken must assert a violation of the requirements of this paragraph before the action is taken; and a Board member not present at the meeting where action is taken must assert a violation of the requirements of this paragraph at or before the next regular Board meeting. | 5 |
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| SC 508 | The Board may suspend a procedure or policy, 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. | 22 |
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| | Procedures of the Board shall be adopted, amended, or repealed by a majority vote of the full Board. Policies shall be adopted, amended or repealed by a majority vote of the full Board. | 27 |
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| SC 422, 508 | The adoption, modification, repeal or suspension of a Board procedure or policy shall be recorded in the minutes of the Board. All current policies shall be printed in the Board policy manual. | 30 |
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Section 2 – Executive

SC 1081

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. The Superintendent shall have a seat on the Board and all committees of the Board, and the right to speak on all matters before the Board, but not to vote.

SC 1081

The Superintendent may prepare guidelines for the administration of the school district, which are consistent with statutes or regulations of the State Board and are dictated by the policies of this Board. These guidelines, when issued, shall be binding on the employees of this district and the students in the schools of this district. The Superintendent will ensure the Board is informed of all guidelines.

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

The Board may hold hearings in accordance with law, which shall offer the parties to a dispute, a fair and impartial forum for the resolution of the matter.

All hearings shall meet the basic requirements of due process.

Section 4 – Board Goals

The Board of School Directors shall approve goals on a yearly basis. Final approval of said goals shall occur no later than September of the current year.

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