

Book	Policy Manual
Section	(A) LOCAL BOARD
Title	Policy A104 - Functions
Code	A104
Status	Active
Adopted	October 14, 1981
Last Revised	June 19, 2013
Last Reviewed	June 19, 2013

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Title: Functions
Section: Local Board Procedures
Functions

I. Legislative

Adoption of Joint Committee Policies

The Joint Committee shall exercise its rule-making power by adopting procedures and policies for the organization and operation of the school. 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by the statutes or rules of the State Board, or ordered by a court of competent authority, may be adopted, amended or repealed at any regular or special public meeting of the Joint Committee by an affirmative vote of a majority of the Joint Committee, provided the proposed adoption, amendment or repeal shall have been proposed at a previous Joint Committee meeting and, once proposed, shall have remained on the agenda of each succeeding Joint Committee meeting until approved or rejected. Proposed policies and amendments to existing policies shall be approved on a first-reading basis at one meeting and adopted at a subsequent meeting not less than two months later. If the statement approved at the conclusion of the first reading is subsequently revised prior to adoption, the revision shall be considered the first reading and the revised statement shall be submitted for adoption at a subsequent meeting not less than two months later. The formal adoption of policies shall be recorded in the minutes of the Joint Committee and shall be incorporated in the Policy Manual immediately. Only those written statements so adopted and so recorded shall be regarded as official Joint Committee policy. Local Board Procedures and Policies of the Joint Committee shall be adopted, amended, or repealed by a majority vote of the full Joint Committee.

The Director shall have the authority to change non-substantive features of the Policies for the purpose of administrative clarity. This authority shall not be subject to the procedures set forth above. The Director will publicly notify the Joint Committee of any such non-substantive changes during the next regular Joint Committee.

"Non-substantive features" includes but is not limited to:

1. Policy numbers;
2. Policy titles;
3. Changes in titles of EASTERN employees contained within policies;
4. Grammatical and punctuation changes;
5. Elimination of redundant language; and
6. Replacement or elimination of outdated terminology.

The adoption, modification, repeal or suspension of a Joint Committee procedure or policy shall be recorded in the minutes of the Joint Committee. All current procedures and policies shall be included in the Joint Committee policy manual.

Exceptions to Joint Committee Policies

Joint Committee policies and policy revisions are made only after careful, detailed discussion by the Joint Committee. While not typically granted, exceptions to Joint Committee policies may be made but only by the affirmative vote of at least five members of the Joint Committee occurring at a public regular or special Joint Committee meeting. The Joint Committee, however, may also, upon a vote supported by at least five members, cause to suspend at any time the operation of a procedure or policy herein contained, if necessary, provided the suspension does not conflict with legal requirements, and such suspension shall be effective until the next meeting of the Joint Committee unless an earlier or later time is specified in the motion to suspend.

Review of Joint Committee Policies

The Joint Committee directs that all Joint Committee policies be reviewed periodically to determine if policies should be revised, updated, or retired. The schedule for this review will be determined by the Director and the Superintendent of Record with input from the Solicitor.

II. Executive

The Joint Committee shall exercise its executive power by the appointment of a Director who shall enforce the statutes of the Commonwealth, the rules of the State Board of Education, Articles of Jointure and the policies of the Joint Committee.

The Director, in consultation with the Superintendent of Record, may prepare procedures for the administration of EASTERN's operations which are not inconsistent with statutes or regulations of the State Board and are dictated by the policies of this Joint Committee and which shall be binding on EASTERN's employees and students when issued.

When situations arise for which Joint Committee policies do not exist, the Director, in consultation with the Superintendent of Record, shall have power to act. His decision shall be subject to review by the Joint Committee.

III. Review

The Joint Committee may assume jurisdiction over controversies or disputes arising within EASTERN and concerning any matter over which the Joint Committee has authority granted by statute or where the Joint Committee has retained jurisdiction in contract or policies.

Adopted: 10/14/81

Revised: 6/19/13