

SECTION: LOCAL BOARD
PROCEDURES

TITLE: FUNCTIONS

ADOPTED:

REVISED: February 10, 2005

Palmyra Area School District

<p>SC 301, 407, 510, 511</p> <p>SC 1001</p>	<p style="text-align: center;">003. FUNCTIONS</p> <p>Section 1. <u>Legislative</u></p> <p>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 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by the statutes, or rules of the State Board, or ordered by a court of competent authority, may be adopted, amended or repealed at any public meeting of the Board, by a majority vote of the Board, provided the change has been submitted in writing at the previous regular meeting of the Board and notification of such has been sent to each member.</p> <p>Any provision herein contained which is either inconsistent with or in conflict with any State Code or regulation shall not be applicable, but same shall not adversely affect the applicability of the remainder of these rules and regulations.</p> <p>Section 2. <u>Executive</u></p> <p>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.</p> <p>The Superintendent may prepare guidelines for the administration of the school district which are not inconsistent with statutes or regulations of the State Board and are dictated by the policies of this Board and which shall be binding on the employees of this district and the students in the schools of this district when issued.</p>
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<p>Act 170 of 1978</p> <p>SC 510, 1126 et seq</p> <p>2 PA C.S. Sec. 551 et seq</p>	<p>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.</p> <p>The Superintendent shall implement a procedure to inform employees of their responsibility under the Ethics Law.</p> <p>Section 3. <u>Review</u></p> <p>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.</p> <p>In furtherance of its adjudicatory function, the Board may hold hearings in accordance with law which shall offer the parties to a dispute, on notice duly given, a fair and impartial forum for the resolution of the matter.</p> <p>Beyond the basic requirements of due process, a hearing may vary in form and content in line with the severity of the consequences which may flow from it, the difficulty of establishing findings of fact from conflicting evidence, and the impact of the Board’s decision on the school district.</p> <p>Section 4. <u>Responsibilities</u></p> <p>Major responsibilities of the Board of School Directors shall be as follows:</p> <ol style="list-style-type: none">a. Establish and adopt policies for the administration of the school system.b. Select administrative personnel and support them in the discharge of their duties.c. Adopt the annual school budget.d. Adopt and/or revise the annual school calendar.e. Appoint teachers and other certified and non-certified employees.f. Determine and define the duties to be performed by all employees.g. Determine the schedule of salaries.h. Estimate and levy taxes.i. Approve payment of District bills.
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- j. Approve and adopt textbooks and courses of study.
- k. Represent the needs of the schools before the public.
- l. Act as a court of final appeal for teachers, principals, supervisors and patrons.
- m. Purchase sites and construct buildings as necessary to provide facilities for the education of the pupils of the community.
- n. Carry out all actions required by the Pennsylvania School Code.

School Code
301, 407,
422, 508,
510, 511,
1001, 1126
et seq
PA Statute
2 PA C. S.
Sec. 551
et seq