

SECTION: LOCAL BOARD PROCEDURES

TITLE: MEMBERSHIP

ADOPTED: October 12, 1998

REVISED: March 14, 2005

WEATHERLY AREA SCHOOL DISTRICT

	004. MEMBERSHIP
	Section 1. <u>Number</u>
SC 302, 303	The Board of School Directors does consist of nine (9) members.
	Section 2. <u>Qualifications</u>
	Each member of the Board shall meet the following qualifications:
SC 322	a. S/He shall be of good moral character, eighteen (18) years of age, shall have been a resident of the district for at least one (1) year prior to the date of his/her election or appointment, and shall not be a holder of any office or position of profit under any government in the Weatherly Area School District, nor shall s/he be a member of the municipal council.
SC 323	b. S/He shall not have been removed from any office of trust under federal, state or local laws for any malfeasance in such office.
SC 324	c. Except as provided by law, s/he shall not be engaged in a business transaction with the school district, be employed by the school district, or receive pay for services from the school district.
SC 321	d. S/He shall, before entering the duties of the office, take and subscribe to the oath or affirmation prescribed by statute.
65 Pa. C.S.A. 1101 et seq	e. S/He shall file a statement of financial interests with the State Ethics Commission before taking the oath of office or entering upon his/her duties.
	Section 3. <u>Election</u>
SC 301 et seq	Election of members of the Board of School Directors shall be in accordance with law.

SC 303	<p>Four (4) school directors shall be duly chosen, each for a full four (4) year term, at the municipal election to be held in 1985 and every four (4) years thereafter. Five (5) school directors shall be duly chosen, each for a full four (4) year term, at the municipal election to be held in 1987 and every four (4) years thereafter.</p>
SC 315, 316, 317, 319 65 P.S. 701 et seq	<p>Section 4. <u>Vacancies</u></p> <p>A vacancy shall occur by reason of death, resignation, removal from a district, or otherwise. Any such vacancy shall be filled by appointment, by a majority vote of the remaining members of the Board, within thirty (30) days of the occurrence of the vacancy, of a person who shall serve until the first Monday in December after the first municipal election occurring more than sixty (60) days following his/her appointment, except that when a majority of the memberships are vacant, such vacancies shall be filled by the Court of Common Pleas of Carbon County.</p>
SC 303, 315	<p>Section 5. <u>Term</u></p> <p>The term of office of each school director shall be four (4) years and shall expire on the first Monday of December, except that the term of each school director appointed to fill a vacancy shall expire on the first Monday of December after the municipal election occurring more than sixty (60) days after his/her appointment and the term of each school director elected to an unexpired term shall expire at the termination of that term.</p> <p>Section 6. <u>Removal</u></p> <p>Whenever a school director shall cease to be a resident of the Weatherly Area School District, his/her membership on the Board shall cease forthwith.</p> <p>The removal of a school director who resigns shall become effective upon the presentation of the resignation to the Board President and upon such date specified therein.</p>
SC 319 Pol. 006	<p>A school director who neglects or refuses to attend two (2) successive regular meetings of the Board, unless detained by sickness or prevented by necessary absence from the district, or if in attendance at any meeting neglects or refuses to act in his/her official capacity as a school director, may be removed from his/her office on the affirmative vote of a majority of the remaining members of the Board.</p> <p>School directors are expected to notify the Secretary of the Board no later than noon on the day of a meeting of the Board if the director is unable to attend the meeting. School directors should indicate the reason for the absence. Necessary absence includes a family emergency or unavoidable work requirement.</p>

	<p>A school director who is absent from five (5) of the twelve (12) regular meetings during the period of December to November, may be considered for removal on the basis of neglect or abandonment of the position. Upon an affirmative vote of the majority of the remaining members of the Board, the Board can petition the court to certify a vacancy.</p>
<p>SC 319 Pol. 006</p>	<p>If a person elected or appointed as a school director, having been notified, shall refuse or neglect to qualify as such director, the remaining members may, within ten (10) days following the beginning of his/her term of office, declare said office vacant on the affirmative vote of a majority of the remaining members of the Board.</p>
<p>SC 516.1</p>	<p>Section 7. <u>Expenses</u></p> <p>School directors, a nonmember Secretary of the Board, and Board solicitor(s) shall be reimbursed for necessary expenses actually incurred as delegates to any state convention or association of school directors held within the Commonwealth, or for necessary expenses actually incurred in attendance authorized by the Board at any other meeting held within the Commonwealth or at an educational convention out-of-state. All such expenses shall be itemized and made available for public inspection at the next succeeding meeting of the Board. Such expenses shall be reimbursed only upon presentation of an itemized, verified statement, except that advance payments may be made upon presentation of estimated expenses to be incurred.</p>
<p>SC 519</p>	<p>Section 8. <u>Orientation</u></p> <p>The Board believes that the preparation of each school director for the performance of Board duties is essential to the effectiveness of the Board's functioning.</p> <p>The Board shall encourage each new school director to understand the functions of the Board, acquire knowledge of matters related to the operation of the schools and learn Board procedures. Accordingly, the Board shall give to each new school director for his/her use and possession during the term on the Board the following items: a copy of the School Code; a copy of the Board Policy Manual; the current budget statement, audit report and related fiscal materials; and the most recent district Strategic Plan.</p> <p>Each new Board member shall be invited to meet with the Board President, Superintendent, and Board Secretary to discuss Board functions, policy, and procedure.</p>

<p>SC 516, 516.1</p>	<p>Section 9. <u>Conferences</u></p> <p>In keeping with its stated position on the need for continuing inservice training and development for its members, the Board encourages the participation of all members at appropriate School Board conferences, workshops, and conventions.</p> <p>Funds for participation at such meetings will be budgeted on an annual basis.</p> <p>Reimbursement to Board members for their travel expenses will be in accordance with Section 7 of Policy 004.</p>
<p>SC 321</p>	<p>Reimbursement shall be limited to actual expenses incurred, and shall not include or be construed to include compensation to individual Board members.</p> <p>Section 10. <u>Participation In State And National Associations</u></p> <p>The Board may become a member of the Pennsylvania School Boards Association and the National School Boards Association and may pay, out of the school funds of the district, any membership dues which may be assessed by the association.</p> <p>The school directors and officers may attend the annual convention of the National School Boards Association or any other educational convention. Each person so authorized to attend such meetings shall be reimbursed for all expenses actually and necessarily incurred in going to, attending and returning from the place of such meeting.</p> <p>Such expense shall be paid by the Treasurer of the school district in the usual manner out of the funds of the district, upon presentation of an itemized, verified statement of such expenses.</p> <p>Advance payments may be made by the proper officers of the district upon presentation of estimated expenses to be incurred, to be followed by a final itemized, verified statement of such expenses actually incurred upon return from such conventions, and a refund be made to the district of such funds remaining or an additional payment to be made to meet the verified expenses actually incurred.</p>

<p>School Code 301, 302, 303, 315, 319, 321, 322, 323, 324, 516, 516.1, 519</p> <p>65 Pa. C.S.A. 1101 et seq</p> <p>65 P.S. 701 et seq</p> <p>Board Policy 006</p>	<p>Section 11. <u>Outside Professional Services</u></p> <p>From time to time, on the recommendation of the Superintendent, the Board may appoint, retain, or employ persons for consulting or other professional services to the school system. Consulting services may be either on a per diem or contractual basis. Consultants shall have no administrative authority over any facet of the schools, but shall act solely as advisors to the Board and its officers and employees. Such services may be provided from professions other than education, as well as from the educational profession.</p>
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