

SECTION: Local Board Procedures

TITLE: Membership

ADOPTED: September 14, 1998

REVISED: November 10, 2005

REVIEWED: November 10, 2005

# CATASAUQUA AREA SCHOOL DISTRICT

	<b>#004 – MEMBERSHIP</b>	<b>1</b>
		<b>2</b>
	Section 1 – <u>Number</u>	<b>3</b>
		<b>4</b>
<b>SC 302, 303, 304, 305</b>	The Board of School Directors shall consist of nine (9) members, with all directors being elected at large.	<b>5</b>
		<b>6</b>
		<b>7</b>
	Section 2 – <u>Qualifications</u>	<b>8</b>
		<b>9</b>
	Each member of the Board shall meet the following qualifications as defined in the school code/statute.	<b>10</b>
		<b>11</b>
		<b>12</b>
	Section 3 – <u>Election</u>	<b>13</b>
		<b>14</b>
<b>SC 301 et seq</b>	Election of members of the Board of School Directors shall be in accordance with law.	<b>15</b>
		<b>16</b>
		<b>17</b>
	Section 4 – <u>Vacancies</u>	<b>18</b>
		<b>19</b>
<b>SC 315, 319</b>	All vacancies shall be filled as per the school code.	<b>20</b>
		<b>21</b>
<b>SC 315 et seq</b>	When a vacancy of any officer of the Board occurs, the Board shall immediately proceed to elect a new officer to fill the vacancy for the length of the unexpired term.	<b>22</b>
		<b>23</b>
		<b>24</b>
		<b>25</b>
	Section 5 – <u>Term</u>	<b>26</b>
		<b>27</b>
<b>SC 303, 315</b>	The term of office of each school director shall be in accordance with the school code.	<b>28</b>
		<b>29</b>
		<b>30</b>
	All officers, employees or appointees of the Board, at the expiration of their terms of office or service, or any time of resignation or upon removal from office, shall surrender and deliver at time of such severance with the district, to the Secretary or other person designated by the Board, any and all books, papers, property, money, keys, and effects that may be in their hands belonging to the school district.	<b>31</b>
		<b>32</b>
		<b>33</b>
		<b>34</b>
		<b>35</b>
		<b>36</b>
		<b>37</b>
		<b>38</b>

#004 – Membership – Page 2

Whenever a school director shall cease to be a resident of the Catasauqua Area School District, his/her membership on the Board shall end.

Section 6 – Removal

The removal of a school director who resigns shall become effective upon the presentation of the resignation to the Board President and upon the date specified therein.

SC 315, 319

A school director may be removed from his/her office on the affirmative vote of a majority of the remaining members of the Board when any of the following conditions exist:

SC 319

- a. a board member neglects or effused to attend two (2) successive regular meetings of the Board, unless detained by sickness or prevented by necessary absence from the district;
- b. if in attendance at any meeting neglects or refuses to act in his/her official capacity as a school director;
- c. if a person elected or appointed as a school director, having been of his/her election or appointment, refuses or neglects to qualify as such director, within ten (10) days following the beginning of his/her term of office, the remaining members may declare said office vacant, following a majority vote of the remaining members of the Board.

Section 8 – Orientation

SC 519

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. 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 provide access to each new school director, a copy of the school code and a copy of the Board policy manual.

Board members are encouraged to attend training/orientation sessions. New board members are encouraged to attend an orientation meeting with the Superintendent and/or President of the Board.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
41  
43  
44  
45  
46  
47  
48

#004 – Membership – Page 3

Section 9 – Conferences

SC 516  
516.1

In keeping with its stated position on the need for continuing in-service training and development for its members, the Board encourages the participation of all members at appropriate school board conferences, workshops, and conventions. However, in order to control both the investment of time and expenditure of funds necessary to implement this policy, the Board establishes these principles and procedures for its guidance:

Funds for participation at such meetings will be budgeted on an annual basis.

When a conference, convention, or workshop is not attended by the full Board, those who do participate will be requested to share information, recommendations and materials acquired at the meeting which will be beneficial to the school district.

Reimbursement to Board members for expenses shall be limited to actual expenses incurred, and shall not include or be construed to include compensation to individual Board members.

Section 10 – Code of Conduct

The Board recognizes that maximum results as members of a Board of School Directors will be achieved when high ethical standards of conduct are maintained in all personal, business and public activities.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
41  
43  
44  
45  
46  
47  
48