

SECTION: LOCAL BOARD PROCEDURES

TITLE: MEMBERSHIP

ADOPTED: OCTOBER 16, 1996

REVISED: MARCH 19, 1997
 JANUARY 17, 2007
 FEBRUARY 17, 2016

FERNDALE AREA SCHOOL DISTRICT

	004. MEMBERSHIP
	Section 1. <u>Number</u>
SC 303	The Board shall consist of nine (9) members.
SC 1081	The Superintendent shall have a seat on the Board and the right to speak on all matters, but not the right to vote.
	Section 2. <u>Qualifications</u>
	Each school director shall meet the following qualifications:
SC 322	a. Be of good moral character, be at least eighteen (18) years of age, have been a resident of the district for at least one (1) year prior to the date of his/her election or appointment, and not be a holder of any office or position as specified in Section 322 of the School Code; nor shall the individual be a member of the municipal governing body .
SC 323	b. Not have been removed from any office of trust under federal, state or local laws for any malfeasance in such office.
SC 324 65 Pa. C.S.A. Sec. 1101 et seq	c. 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, except as provided by law and/or permitted by law .
SC 321	d. Take and subscribe to the oath or affirmation prescribed by statute before entering the duties of the office.
65 Pa. C.S.A. Sec. 1102, 1104, 1105 Title 51 Sec. 15.2, 15.3	e. File a statement of financial interests with the Board Secretary or designee at the following times: <ol style="list-style-type: none"> 1. Before taking the oath of office or entering upon his/her duties. 2. Annually by May 1 while serving on the Board. 3. By May 1 of the year after leaving the Board.

<p>SC 301 et seq</p> <p>SC 303</p>	<p>Section 3. <u>Election</u></p> <p>Election of members of the Board shall be in accordance with law.</p> <p>Four (4) Board members 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) Board members 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> <p>Section 4. <u>Representation</u></p> <p>The nine (9) Board members shall be duly chosen according to the following regions, assuring that each municipality is represented on the Board:</p> <table data-bbox="451 762 1442 1018"> <tr> <td>Region 1</td> <td>Ferndale Borough</td> <td>Three (3) members</td> </tr> <tr> <td>Region 2</td> <td>Dale Borough</td> <td>Three (3) members</td> </tr> <tr> <td>Region 3</td> <td>Brownstown Borough Lorain Borough Middle Taylor Township</td> <td>Three (3) members</td> </tr> </table>	Region 1	Ferndale Borough	Three (3) members	Region 2	Dale Borough	Three (3) members	Region 3	Brownstown Borough Lorain Borough Middle Taylor Township	Three (3) members
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<p>SC 315, 316, 317, 318, 319 65 Pa. C.S.A. Sec. 701 et seq</p>	<p>Section 5. <u>Vacancies</u></p> <p>A vacancy shall occur by reason of death, resignation, removal from a district or region, or otherwise. Such vacancy shall be filled in accordance with the School Code and Sunshine Act and by appointment by a majority vote of the remaining members of the Board within thirty (30) days of the occurrence of the vacancy. The school director so appointed shall serve for the remainder of the unexpired term or, if earlier, until the first Monday in December after the first municipal election occurring more than sixty (60) days following his/her appointment. When a majority of the memberships are vacant, such vacancies shall be filled by the Court of Common Pleas of Cambria County.</p> <p><i>Temporary Vacancy – Active Military Service –</i></p>									
<p>SC 315, 407 65 Pa. C.S.A. Sec. 701 et seq</p>	<p>A temporary vacancy shall be declared when a school director is ordered to active duty in the military forces of the United States for a period of more than thirty (30) days. The temporary vacancy shall be filled in accordance with the School Code and Sunshine Act and by appointment by a majority vote of the remaining members of the Board within thirty (30) days of the occurrence of the temporary vacancy. The school director so appointed shall serve either until the school director returns from active duty or until expiration of the term for which s/he was elected, whichever occurs first.</p>									

	<p><i>Appointment By Court of Common Pleas</i></p> <p>If, by reason of a tie vote or otherwise, such vacancy shall not have been filled by the Board of School Directors within thirty (30) days after such vacancy shall have occurred from the qualified electors of the district, the Court of Common Pleas of Cambria County, upon the petition of ten or more resident taxpayers, shall fill such vacancy by the appointment of a suitable person from the qualified electors of the district as provided by law.</p> <p>Section 6. <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 for a school director appointed or elected to fill a vacancy. A school director appointed to fill a vacancy shall serve for the remainder of the unexpired term or, if earlier, until the first Monday in December after the first municipal election occurring more than sixty (60) days following his/her appointment. The term of a school director elected to an unexpired term shall expire at the termination of that term.</p> <p>Section 7. <u>Removal</u></p> <p>Whenever a school director is no longer a resident of Ferndale Area School District or the region s/he represents, his/her eligibility to serve on the Board shall cease.</p> <p>If a school director shall neglect or refuse 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 she/he shall neglect or refuse to act in his/her official capacity as a school director, the remaining members of the Board may declare such office vacant on the affirmative vote of a majority of the remaining members of the Board.</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>Section 8. <u>Expenses</u></p> <p>Board members, a nonmember Board Secretary, and solicitor(s) shall be reimbursed for necessary expenses incurred as delegates to any state convention or association of Board members' convention held within the state, or for necessary expenses incurred in attendance authorized by the Board at any other meeting held within the state or at an educational convention out-of-state. All such expenses shall be itemized and made available for public inspection at the next succeeding Board</p>
<p>SC 303, 315</p>	
<p>SC 315 65 P.S. Sec. 91</p>	
<p>SC 319 Pol. 006</p>	
<p>SC 319 Pol. 006</p>	
<p>SC 516.1</p>	

<p>SC 516.1</p>	<p>meeting. Expenses shall be reimbursed by the Treasurer in the usual manner, upon presentation of an itemized, verified statement.</p> <p>Advance payments may be made upon presentation of estimated expenses to be incurred, to be followed by a final itemized, verified statement of such expenses actually incurred, and a refund shall be made to the district of such funds remaining, or an additional payment shall be made by the district to meet the verified expenses actually incurred.</p> <p>No school director shall be reimbursed for more than two (2) out-of-state meetings in one (1) school year.</p> <p>Section 9. <u>Orientation</u></p> <p>The Board believes that the preparation of each school director for the performance of 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 review Board procedures and policies.</p> <p>Each new school director shall be invited to meet with the Board President, Superintendent, and Board Secretary to discuss Board functions, procedures and policy.</p> <p>Section 10. <u>School Director Education/Training</u></p> <p>The Board places a high priority on the importance of a planned and continuing program of inservice education and training for its members. The purpose of the planned program shall be to enhance the quality and effectiveness of the Board's governance and leadership.</p> <p>The Board, in conjunction with the Superintendent, shall plan specific inservice education programs and activities designed to assist Board members in their efforts to improve their skills as policy-making leaders; expand their knowledge about issues, programs, and initiatives affecting the district's educational programs and student achievement; and deepen their insights into the nature of leadership, governance and community engagement.</p> <p>The Board shall annually budget funds to support its planned program of inservice education and training.</p> <p>The Board establishes the following activities as the basis for its planned program of inservice education and training:</p> <p>a. Participation in School Board conferences, workshops and conventions.</p>
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- b. District-sponsored inservice education and training programs designed to meet Board needs.**
- c. Subscriptions to publications addressed to Board members' concerns.**
- d. Maintenance of resources and reference materials accessible to Board members.**

Section 11. Student Representation

The Board authorizes student representation on the Board in order to facilitate effective communication and to provide an opportunity for students to participate in school governance.

References:

School Code – 24 P.S. Sec. 301, 303, 315, 316, 317, 318, 319, 321, 322, 323, 324, 407, 516, 516.1, 519, 1081

Sunshine Act – 65 Pa. C.S.A. Sec. 701 et seq.

Public Officials and Employee Ethics Act – 65 Pa. C.S.A. Sec. 1101 et seq.

Removal of Residence; Forfeiture of Office – 65 P.S. Sec. 91

State Ethics Commission Regulations – 51 PA Code Sec. 15.2, 15.3

Board Policy – 004, 006, 011, 331, 901