

COMMONWEALTH CHARTER  
ACADEMY

SECTION: LOCAL BOARD PROCEDURES

TITLE: FUNCTIONS

ADOPTED: October 14, 2015

REVISED:

<p>24 P.S. § 301, 407, 510, 511 (Charter Schools are subject only to the non-highlighted sections.)</p> <p>24 P.S. § 508, 1001</p> <p>24 P.S. § 510</p>	<p>003. FUNCTIONS</p> <p>§ 1. <u>Legislative</u></p> <p>The Board shall exercise its rule-making power by adopting Board procedures and policies for the organization and operation of the school. Those procedures and policies which are not dictated by the statutes, or regulations of the State Board, or ordered by a court of competent authority may be adopted, amended or repealed at any meeting of the Board, unless a majority of the Board Members vote no. Then the proposed adoption, amendment or repeal must remain on the agenda for two successive Board meetings until approved or rejected.</p> <p>Changes in a proposed Board procedure or policy, except for minor editorial revisions, at the second reading shall cause that reading to constitute a first reading.</p> <p>The Board may, upon a majority vote, cause to suspend at any time the operation of a Board procedure or policy, provided the suspension does not conflict with legal requirements; such suspension shall be effective until the next meeting of the Board, unless an earlier time is specified in the motion to suspend.</p> <p>Board policies shall be adopted, amended or repealed by a majority of vote of the Board.</p> <p>The adoption, modification, repeal or suspension of a Board procedure or policy shall be recorded in the minutes of the Board meeting. All current procedures and policies shall be maintained in the Board Policy Manual and disseminated appropriately.</p> <p>§ 2. <u>Executive</u></p> <p>The Board shall exercise its executive power by the appointment of a Chief Executive Officer, who shall enforce the statutes of the Commonwealth, the regulations of the State Board of Education, the policies of the School Board, and all other applicable laws and regulations.</p> <p>The Chief Executive Officer shall be responsible for the preparation of administrative guidelines for the operation of CCA that are not inconsistent with state and federal statutes or regulations; are dictated by the policies of this Board; and are binding on</p>
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<p>65 Pa. C.S.A. 1101 et. seq.</p>	<p>CCA employees and students when issued.</p> <p>The Chief Executive Officer shall implement a procedure to inform Board members and designated employees of their responsibilities under the Ethics Law.</p> <p>Whenever responsibility is delegated to the Chief Executive Officer or other administrator, it is understood that such individual may designate a representative to act on his/her behalf unless explicitly stated otherwise.</p> <p>§ 3. <u>Review</u></p>
<p>24 P.S. § 510, 1126 et. seq.</p>	<p>The Board may assume jurisdiction over controversies or disputes arising within CCA 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>2 Pa. C.S.A. § 551 et. seq.</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 that may flow from it, the difficulty of establish findings of fact from conflicting evidence, and the impact of the Board’s decision on CCA.</p> <p>§ 4. <u>Communication Between Board and Staff</u></p> <p>All official business between the Board and the employees of CCA shall be through the Chief Executive Officer or designee.</p> <p>§ 5. <u>Outside Consultants</u></p> <p>Outside consultants may be used to work with the Board and administrative team. Such consultants may provide expertise in specific areas as determined by the Board. Consultant services may be on a per diem or contractual basis.</p> <p>Consultants shall have no administrative authority over any facet of CCA, but shall act solely as advisors to the Board and its officers and employees. Such services may be provided from professions other than education.</p> <p>References –</p> <p>School Code – 24 P.S. § 301, 407, 508, 510, 511, 1001, 1126 et. seq.</p> <p>PA Statute – 2 Pa. C.S.A. § 551 et seq</p> <p>PA Statute – 65 Pa. C.S.A. § 1101 et seq</p>