

# EAST PENN SCHOOL DISTRICT

SECTION: LOCAL BOARD OPERATIONS

TITLE: MEMBERSHIP

ADOPTED: Various

REVISED: December 13, 2004

<p>SC 302, 303</p>	<p style="text-align: center;">004. MEMBERSHIP</p> <p>Section 1. <u>Number</u></p> <p>The Board of School Directors does consist of nine (9) members whose duties include the following:</p> <ol style="list-style-type: none"> <li>a. Becoming familiar with the state school laws, regulations of the State Department of Education, East Penn district policies, rules and regulations.</li> <li>b. Having a general knowledge of educational aims and objectives of the system.</li> <li>c. Working harmoniously with other Board members.</li> <li>d. Voting and acting in the Board meetings impartially for the good of the district.</li> <li>e. Accepting the will of the majority vote and giving support to the result.</li> <li>f. Representing the Board and the East Penn School District to the public in such a way as to promote both interest and support.</li> <li>g. Referring complaints to the Superintendent and abstaining from individual counsel and action.</li> </ol>
<p>SC 322</p>	<p>Section 2. <u>Qualifications</u></p> <p>Each member of the Board shall meet the following qualifications:</p> <ol style="list-style-type: none"> <li>a. He/She shall be of good moral character, 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 shall not be a holder of any office or position of profit under any government in the school district nor shall he/she be a member of the municipal council.</li> </ol>

SC 323	b. He/She 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, he/she 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. He/She 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. He/She shall file a statement of financial interests, in accordance with, law, before taking the Oath of Office or entering upon his/her duties.
SC 301 et seq	<p>Section 3. <u>Election</u></p> <p>Election of members of the Board shall be in accordance with law.</p>
SC 315, 319 65 P.S. 701 et seq	<p>Section 4. <u>Vacancies</u></p> <p>In case any vacancy shall occur in the Board of School Directors such vacancy shall be filled in accordance with Sec. 315 of the Public School Code of 1949.</p>
SC 303, 315	<p>Section 5. <u>Term</u></p> <p>The term of office of each elected school director shall be four (4) years and shall expire on the first Monday of December. The term of office of each appointed school director shall be in accordance with law.</p>
SC 319 Pol. 006	<p>Section 6. <u>Removal From Office</u></p> <p>Whenever a school director shall cease to be a resident of the East Penn School District, his/her membership on the Board shall immediately cease.</p> <p>The removal of a school director who resigns shall become effective upon the presentation, properly dated, of the resignation to the Board President or Secretary.</p> <p>A school director who neglects or refuses to attend two (2) successive regular meetings of the Board, unless prevented by illness or prevented by necessary absence from the district, or if in attendance at any meetings shall neglect or refuse 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>

SC 319 Pol. 006	<p>If a person elected or appointed as a school director, who has been notified of his/her election or appointment, 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.</p>
SC 516.1	<p>A member of the Board shall not be, either directly or indirectly, interested in or do business with the East Penn District during his/her elected or appointed term of office.</p> <p>Section 7. <u>Expenses</u></p> <p>School directors and appointees of the Board shall be reimbursed for necessary expenses actually incurred as attendees at Board approved conferences, workshops, and conventions. All such expenses shall be itemized and made available for the public 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>
SC 519	<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. 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 to learn Board procedures. The district shall provide the following to each Board member for his/her use during his/her term of office: a copy of the School Code; a copy of the Board Policy Manual; and other resource matters deemed appropriate by the Superintendent.</p> <p>Section 9. <u>Property</u></p> <p>School directors shall return all school district property to the Board Secretary upon cessation of their Board membership. The Board Secretary is directed to take the steps necessary to assure compliance with this policy.</p>

<p>School Code 301, 302, 303, 315, 316, 317, 319, 321, 322, 323, 324, 516, 516.1, 519, 1081</p> <p>65 Pa. C.S.A. 1101 et seq</p> <p>65 P.S. 701 et seq</p> <p>Board Policy 006, 331, 431, 531</p>	
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