

BOARD FUNCTIONS

Several functional activities are recognized in respect to the MSD of Wayne Township School Board governing public education within the District:

- 1. Superintendent Selection** - The School Board shall employ a Superintendent who shall appropriately implement all federal, state and local laws and regulations applicable to the District, and shall assist the Board in development and implementation of Board policies. The Board shall follow all legal requirements for Superintendent employment, such as notice hearing and contract posting.
- 2. Adoption of Bylaws and Policies** - Planning is basic to all activity. Policy making is that function which determines what shall be done and establishes procedures for accomplishing these tasks. In accord with this area, the Board will select an executive officer and delegate to them responsibility for placing plans and policies into operation.

The Board accepts the definition of policy set forth by the National School Boards Association:

Policies are principles adopted by the Board to chart a course of action. They tell what is wanted, they may include "why" and "how much." Policies should be broad enough to indicate a line of action to be followed by the administration in meeting a number of issues, and narrow enough to give clear guidance. Policies are guides for action by the administration, who then sets the rules and regulations to provide specific directions to school district personnel.

It is the Board's intention that its policies serve as sources of information and guidance for all people who are interested in, or connected with, the MSD of Wayne Township.

The policies of the Board are framed, and are meant to be interpreted, under the authority and restrictions fixed by the Indiana General Assembly, and all other regulatory agencies within our local, county, state, and federal levels of government.

Changes in needs, conditions, purposes, and objectives will require revisions, deletions, and additions to the policies of present and future boards. The Board will welcome suggestions for ongoing policy development.

Except for policy actions to be taken on emergency measures, the adoption of School Board bylaws and policies shall follow this sequence:

The bylaws and policies may be adopted, amended, and repealed at any public meeting of the Board based on a majority vote of members present. In general, for new or revised policies, the Board may consider the policy or amendments on the first reading at a public meeting, reserving final action in order for concerned individuals

to provide feedback on policy proposals. Upon second reading at a subsequent public meeting, the Board shall take final action to approve the policy.

Policies and amendments to policies shall be effective immediately upon adoption unless a specific effective date is provided in the adoption.

On matters of unusual urgency, the Board may vote to waive the second reading and take immediate action to adopt new or revise existing policies.

The adoption, modification, repeal, or suspension of a Board policy shall be recorded in the minutes of the Board. All policies shall be listed in the electronic or printed Board policy manual. If any policy or part of a policy is judged to be inconsistent with law, inoperative by a court of competent jurisdiction, or is invalidated or suspended by a policy or term in a negotiated agreement or contract adopted by the Board, the remaining policies, parts of the policies, or bylaws shall remain in full effect.

Technical Corrections

Periodically it may be deemed necessary to make technical corrections to policies that already have been adopted through normal procedures. These technical corrections may include transfer of sections, renumbering subsections, sections, chapters and titles, corrections or additions for grammatical or typographical errors, changes in citation of the law such as renumbering, changes in names for compliance personnel, and/or changes in titles of personnel when Board action is taken in making new positions or reducing staff not affecting the construction or meaning of those sections, subsections, chapters, titles, or policies as a whole.

Should the Board choose to make such technical corrections, it may be accomplished by resolution as part of the consent agenda without going through the normal policy adoption procedure.

Administrative Guidelines

The Superintendent shall establish administrative guidelines for the operation of the Corporation which are not contradictory to law or the policies of this Board.

The Superintendent and Board shall confer about the adoption or revision of policies. The Superintendent may take necessary action in situations not considered in Board policy, so long as the Superintendent reports such action to the Board at the next meeting.

- 3. Judicial** - The Board's judicial role is mainly comprised of the holding of hearings to resolve matters appropriately brought before the Board. The Board shall serve as an impartial decision maker in such hearings. The Board, in its judicial role, will provide all parties with appropriate due process, and will follow such procedures as are

necessary for the particular matter brought before the Board. Board members shall make a decision based solely upon the evidence presented by the parties and shall not serve as an investigator in any such matters. Board members having a conflict of interest in a matter before the Board shall not in any way participate in the proceedings.

4. Appraisal (see also Board Policy D125) - that function which attempts, through careful examination and study of facts and conditions, to determine:

- a) the efficiency of operation of the schools and their educational program;
the worth and value of all phases of the activities of the schools, including the approval of contracts, budgets, and other financial obligations.

I.C. 20-26-5-4

I.C. 20-26-5-4.3

MSD of Wayne Township, Marion County, Indiana

Adopted: Original Policy

Revised: December 16, 2013

Revised: December 3, 2018

Revised: December 11, 2023