

**CHESTER COUNTY
INTERMEDIATE
UNIT 24**

SECTION: BOARD PROCEDURES
TITLE: BOARD POLICY/PROCEDURE/
ADMINISTRATIVE REGULATIONS
ADOPTED: NOVEMBER 18, 2009
READOPTED: MAY 20, 2020

000. BOARD POLICY/PROCEDURE/ADMINISTRATIVE REGULATIONS

Policy Section	Section Description
Section 1. <u>Authority</u>	<p>The policies and procedures adopted by the Board establish the general parameters within which the daily operations of the Intermediate Unit are to be governed. Administrative regulations for carrying out and implementing Board policies are developed and implemented by the administration, under the direction of the Executive Director. As applicable, members of the school community are expected to comply with both Board policy and administrative regulations, subject to stated limitations and exceptions. However, failure of the Board or the administration to comply with policy or procedure shall not invalidate any lawful action taken.</p> <p>Legal References: School Code 407, 964</p>
Section 2. <u>Contents of Policy Manual</u>	<p>a. Local Board Procedures The bylaws and rules that pertain to Board Governance of the Chester County Intermediate Unit shall hereinafter be referred to as Local Board Board Procedures and shall be policy series 000: BOARD POLICY/PROCEDURE/ADMINISTRATIVE REGULATIONS</p> <p>b. Policy Manual The rules and guidelines that pertain to the safe and orderly operation of the school district shall hereinafter be referred to as Policy and shall be policy series 100: Programs; 200: Pupils; 300: Employees; 600: Finances; 700: Property; 800: Operations; and 900: Community.</p> <p>c. Referenced Documents Other separate documents approved by the Board that are expressly incorporated by reference in a policy, and declared to constitute Board policy, but which are not contained in their entirety in the Policy Manual and for which there is no separate policy shall also be designated as Board Policy. It shall be the responsibility of the Executive Director and/or his/her designee to maintain a reference list of all such documents and to ensure that the documents are kept up-to-date and reviewed and revised as per Board Policy. The reference list shall be included as an appendix in the Policy Manual. Examples of such documents include, but are not limited to, items such as Administrative Compensation Plan,</p>

<p>Section 3. <u>Limitations</u></p>	<p>Student Handbooks, and Strategic Plan.</p> <p>d. Administrative Regulations Administrative regulations are not part of Board policy and may be altered by the administration without Board action. Administrative regulations may not conflict with Board policy or with applicable law.</p> <p>Board policies and procedures and administrative regulations are not intended and shall not be construed to supersede or preempt any applicable law. All Board policies and administrative regulations shall be interpreted and administered in a lawful manner. The Board shall make the final interpretation of its policies, and the administration shall make the final interpretation of its regulations.</p> <p>Board policies and procedures and administrative regulations are limited by legal constraints, as are the rights of those to whom Board policies and administrative regulations apply, and are not intended to give an individual a cause of action not independently established in law.</p> <p>Board policies and procedures and administrative regulations shall not preempt, create, supplant, expand or restrict the rights or liabilities of students, employees, residents or others within the Intermediate Unit community beyond those established in law.</p>
<p>Section 4. <u>Rules of Construction</u></p>	<p>In ascertaining the intent of the Board in adopting a policy or procedure or of the administration in establishing a regulation, the following presumptions, among other legally applicable presumptions, may be used:</p> <p>a. That neither the Board nor the administration intends a result that is absurd, impossible of execution or unreasonable.</p> <p>b. That neither the Board nor the administration intends to violate the federal or state constitutions or any other applicable law.</p> <p>If any policy or procedure or administrative regulation can be given multiple interpretations, the Board and the administration intend that only constitutional and lawful interpretations shall be valid, and that neither an unconstitutional nor an unlawful interpretation was intended.</p>
<p>References:</p>	<p>School Code – 24 P.S. Sec. 407, 964</p>