

Bylaw

BOARD OF EDUCATION
HORTONVILLE AREA SCHOOL DISTRICT

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FUNCTIONS

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Legislative

The Functions of the Board are:

- A. To exercise general supervision over the schools of the District.
- B. To ensure that the schools are maintained as provided by the laws of the State of Wisconsin.
- C. To adopt policies pursuant to Wisconsin State Law and not inconsistent with the directions of the Superintendent of Public Instruction.
- D. To provide education of the highest quality consistent with the needs of the residents and within their ability to finance the educational program.
- E. To coordinate closely with all other local governments in matters of common concern.
- F. To appoint an attorney. Said attorney shall give legal advice to the Board of Education and to the Superintendent on all matters pertaining to public schools in the District.
- G. To appoint an auditor. Said auditor shall comply with the State regulations and shall report to the Board and the Superintendent the results of his/her investigation.
- H. To avail themselves of opportunities to develop their knowledge and skills as members of the governing body of this District.
- I. To maintain membership in the Wisconsin School Board Association and other regional organizations that benefit the School District.
- J. To participate in the activities of national, state and county or regional Board of Education associations. Also, attend other meetings which, in the judgment of the Board, should be attended by members of the Board or its officer or appointees.
- K. To evaluate the job performance of the Superintendent annually as written on the job description.

120.12 Wis. Stats

120.13 Wis. Stats

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0131.1 **Bylaws and Policies**

The Board of Education shall adopt bylaws and policies for the organization and operation of this Board. Such policies are to include those needed to meet the education standards established by Wisconsin Statute. In the event of any conflict between these bylaws and policies and any applicable law or regulation, including temporary emergency order or mandates, the legal authority shall prevail.

Those bylaws and policies which are not dictated by the statutes or rules of the Department of Public Instruction or a court of competent authority may be adopted, amended, and repealed at any meeting of the Board, provided the proposed adoption, amendment, or repeal shall have been proposed at a previous Board meeting and, once proposed, shall have remained on the agenda of each succeeding Board meetings until approved or rejected.

Bylaws and policies shall be adopted, amended, repealed, or suspended by a majority vote of the Board.

The Board may adopt, amend, or repeal rules of order for its own operation by simple resolution of the Board passed by a majority of those present and voting.

The adoption, modification, repeal, or suspension of a Board bylaw or policy shall be recorded in the minutes of the Board. All bylaws and policies shall be included in the Board policy manual.

The District Administrator is authorized to review and make technical corrections to policies that have already been adopted through normal rulemaking procedures. Technical corrections are those corrections to policy language or construction that do not reflect a policy decision or substantive consideration by the Board, such as correction of a typographical or grammatical error, inclusion or correction of a statutory citation, renumbering of sections, combining of policies, or similar actions. The District Administrator shall inform the Board of any such changes no later than the next regular Board meeting.

Policies may be proposed for adoption, or modification or elimination at any Board meeting by any member of the School District Community. All proposals will be studied by the Board Policy Committee and assigned to the appropriate administration team or Board committee for review. After the review by the appropriate administration team or Board committee, the policy will be referred back to the Policy Committee, who will then review it and make a recommendation to the Board.

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Except in cases of emergency, policies will not be voted upon at the first meeting at which they are discussed. A vote shall be taken at a subsequent meeting after further discussion. In case of an emergency, the Board may adopt, amend or repeal Board policy at the same meeting the subject is first discussed.

Policies are to be revised at any regular or special meeting of the Board. Revised policies shall be adopted, amended or repealed by a simple majority of the board. The policy Committee shall establish appropriate committee(s) to review and/or observed the implementation of policies. All policies should be reviewed at least every five (5) years. The implementation of audited and/or created policies shall not discriminate against students or any District staff on basis of sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability or handicap.

The execution, administration and enforcement of all policies of the District is the responsibility of the District Administrator. They shall report to, and be accountable to, the entire Board of Education and not to any officer, committee or individual thereof, in fulfilling this responsibility.

One (1) Master Policy Book will be kept in the District Administrative Office and all policies will be posted on the District website: www.hasd.org.

0132 **Executive**

0132.1 **Selection of District Administrator**

The Board of Education shall exercise its executive power in part by the appointment of a District Administrator who shall enforce the statutes of the State of Wisconsin, rules of the Department of Public Instruction, and the policies of this Board. (118.24, Wis. Stats.)

0132.2 **Administrative Guidelines**

The Board shall delegate to the District Administrator the function of specifying required actions and designing the detailed arrangements under which the school will be operated. These detailed arrangements shall constitute the administrative guidelines governing the schools which are not inconsistent with statutes or regulations of the Department of Public Instruction or the policies of this Board (See Policy 1230.01)

Such administrative guidelines shall be binding on the employees and the students of this District when issued.

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The District Administrator shall be delegated the authority to take necessary action in circumstances not provided for in Board policy, provided that such action shall be reported to the Board at the next meeting following such action.

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Judicial

The Board of Education assumes jurisdiction over any dispute or controversy arising within this District and concerning any matter in which authority has been vested in the Board by statute, rule, a contract, or policy of this Board.

In furtherance of its judicial function, the Board may hold hearings which shall offer the parties to a dispute, on notice duly given, a fair and impartial forum for the resolution of the matter.

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