

SECTION: OPERATING COMMITTEE
PROCEDURES

TITLE: MEMBERSHIP

ADOPTED: December 19, 1996

REVISED: May 27, 2004

ERIE COUNTY TECHNICAL SCHOOL

	004. MEMBERSHIP
SC 1850.3	Section 1. <u>Number</u> The Erie County Technical School Joint Board shall consist of all members of the Board of School Directors of the participating school districts. The Operating Committee shall consist of one (1) member from each participating school district.
SC 301 et seq	Section 2. <u>Election</u> Election of members of the Operating Committee shall be in accordance with law and the Articles of Agreement.
SC 1850.3	The committee member so elected shall serve for a three-year term commencing the day of election in the month of December, provided, however, that in the first election, the terms of office of one-third of the members shall expire at the end of two(2) years, and the terms of office of the remaining one-third shall expire at the end of the third year. The length of the terms of office of the initial members shall be determined by casting of lots.
SC 315, 319	Section 3. <u>Vacancies</u> A vacancy shall occur by reason of death, resignation, removal from a district, or otherwise. Any such vacancy shall be filled by the Board of such member school district for his/her un-expired term.
SC 315, 319	Section 4. <u>Removal</u> An individual will cease to be an Operating Committee member if his/her term as a member of the Joint Committee expires and she/he is not re-elected by his/her Board; if his/her term on the participating school District Board expires and such person is not re-elected or does not seek re-election; if the individual resigns from his/her school district Board and/or the Operating Committee; or if such person is removed for cause from either the Operating Committee or his/her home School Board.

	Section 5. <u>Expenses</u> Within limits established by the budget or budgets, it shall be the policy of the Operating Committee to reimburse all authorized reasonable expenses incurred for business outside the county and for travel expenses incurred for business within the county. Reimbursement will be at the IRS rate approved annually by the Operating Committee. Section 6. <u>Orientation</u> The Operating Committee believes that the preparation of each school director for the performance of duties is essential to the effectiveness of the Operating Committee's functioning. The Operating Committee shall encourage each new school director to understand the functions of the Operating Committee, acquire knowledge of matters related to the operation of the school and learn Operating Committee procedures. Section 7. <u>Conferences</u> In keeping with its stated position on the need for continuing in-service training and development for its members, the Operating Committee encourages the participation of all members at school board conferences, workshops, and conventions. No member of the Operating Committee may attend a meeting at Operating Committee expense without prior Operating Committee approval. Funds for participation at such meeting will be budgeted on an annual basis. Reimbursement to Operating Committee members for their travel expenses will be in accordance with Section 5 of Policy 004. The aforesaid reimbursement shall be limited to actual expenses incurred, and shall not include or be construed to include compensation to individual members of the Operating Committee.
SC 516 516.1	
School Code 301, 302, 303, 304, 305, 315, 319, 321, 322, 323, 324, 516, 516.1, 519, 1850.3	

PA Statute 65 PS 1404 (d) 65 Pa. C.S.A. Sec. 1101 et seq.	Section 8. <u>Statement of Financial Interests</u> Each member of the Operating Committee shall file a Statement of Financial Interests with the State Ethics Commission before taking the oath of office or entering upon his/her duties. The Operating Committee Secretary shall be provided with a completed Statement of Financial Interests annually and shall be responsible for reviewing each statement for proper completion, pursuant to the provisions of the Public Official and Employee Ethics Act, Act 93 of 1998.
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