

THE SCHOOL DISTRICT  
OF PHILADELPHIA

SECTION: SCHOOL REFORM  
COMMISSION

TITLE: MEMBERSHIP

ADOPTED: October 5, 2011

REVISED:

	004. MEMBERSHIP
	Section 1. <u>Number</u>
SC 696	The School Reform Commission shall consist of five (5) Commissioners.
SC 1081 HRC 12-208	The Superintendent shall have a seat on the SRC and the right to speak on all matters, but not the right to vote.
	Section 2. <u>Qualifications</u>
SC 696	At least three (3) Commissioners must be district residents.
	Each Commissioner shall:
SC 321	a. Take and subscribe to the oath or affirmation prescribed by statute before entering the duties of the office.
SC 696	b. Not be permitted to seek or hold a position as any other public official within the Commonwealth or as an officer of a political party while serving as a Commissioner.
SC 324	c. 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, except as provided by law.
65 Pa. C.S.A. Sec. 1102, 1104, 1105 Title 51 Sec. 15.2, 15.3	d. File a statement of financial interests with the State Ethics Commission before taking the oath of office or entering upon his/her duties and annually by May 1.
	Section 3. <u>Appointment</u>
SC 696	Appointment of Commissioners shall be made in accordance with law.

<p>SC 696</p>	<p>Section 4. <u>Vacancies</u></p> <p>A vacancy shall be filled by the appointment of a successor in accordance with law.</p>
<p>SC 696</p>	<p>Section 5. <u>Term</u></p> <p>The term of office of each Commissioner appointed by the Governor of Pennsylvania shall be five (5) years. The term of office of each Commissioner appointed by the Mayor of the City of Philadelphia shall be four (4) years. The term of a Commissioner appointed to an unexpired term shall expire at the termination of that term.</p>
<p>SC 696</p>	<p>A Commissioner shall hold office until a successor has been appointed and qualified.</p>
<p>SC 696</p>	<p>A Commissioner may serve successive terms.</p>
<p>SC 696</p>	<p>Section 6. <u>Removal</u></p> <p>Except as authorized by law, no Commissioner may be removed from office during their term.</p>
<p>SC 696 Pol. 331</p>	<p>Section 7. <u>Expenses</u></p> <p>Commissioners shall be reimbursed for all reasonable and necessary expenses incurred in the performance of their official duties.</p>
<p>SC 516.1 Pol. 331</p>	<p>Commissioners, a nonmember Secretary, and solicitor(s) shall be reimbursed for necessary expenses incurred as delegates to any state convention or association of school directors' convention held within the state, or for necessary expenses incurred in attendance authorized by the SRC at any other meeting held within the state or at an educational convention out-of-state.</p> <p>No Commissioner shall be reimbursed for more than two (2) out-of-state meetings in one (1) school year.</p>
<p>Pol. 331</p>	<p>Expenses shall be reimbursed only upon presentation of an itemized, verified statement.</p>

<p>SC 519</p>	<p>Section 8. <u>Orientation</u></p> <p>The SRC believes that the preparation of each Commissioner for the performance of duties is essential to the effectiveness of the SRC's functioning. The SRC shall encourage each new Commissioner to understand the functions of the SRC, acquire knowledge of matters related to the operation of the schools, and review SRC policies.</p> <p>Accordingly, the SRC shall give to each new Commissioner, no later than his/her first regular meeting, for use during his/her term the following items:</p> <ol style="list-style-type: none"><li>a. A copy of the School Code.</li><li>b. A copy of the SRC Policy Manual.</li><li>c. A copy of the district Administrative Procedures Manual.</li><li>d. The current budget statement, audit report and related fiscal materials.</li><li>e. The current Strategic Plan.</li><li>f. Any other materials appropriate to preparing new Commissioners for their duties.</li></ol> <p>Each new Commissioner shall be invited to meet with the SRC Chairperson, Superintendent, and SRC staff to discuss SRC functions, policies and procedures.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 321, 322, 323, 324, 516, 516.1, 519, 696, 1081</p> <p>Home Rule Charter – 12-208</p> <p>Sunshine Act – 65 Pa. C.S.A. Sec. 701 et seq.</p> <p>Public Officials and Employee Ethics Act – 65 Pa. C.S.A. Sec. 1101 et seq.</p> <p>State Ethics Commission Regulations – 51 PA Code Sec. 15.2, 15.3</p> <p>School Reform Commission Policy – 331</p>
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