

**CHAPTER 2.00 - SCHOOL BOARD GOVERNANCE AND ORGANIZATION**

**SCOPE OF THE SCHOOL SYSTEM**

**2.10**

The Demopolis City Board of Education is the governing body of the system and is responsible for the control, operation, organization, management, and administration of public schools in the system pursuant to the provisions and minimum standards prescribed by Alabama statutes and State Board of Education rules.

**REFERENCE(S):**

**CODE OF ALABAMA  
16-11-1, 16-11-2  
ALABAMA CONSTITUTION OF 1901 §256 AMENDMENT III**

**HISTORY:**

**ADOPTED: 1985  
REVISED: AUGUST 8, 2005; APRIL 18, 2011  
FORMERLY: BA, BAC**

**QUALIFICATIONS OF BOARD MEMBERS**

**2.11**

Many desirable characteristics are needed to be a Demopolis City Board of Education member, such as a willingness to give time and effort; a belief in the spirit and need for public education; the ability to motivate other people; the capacity to understand people; the insight which is needed to work as a part of a cooperative body; and a devotion to the concept of a better society through education.

The following qualifications are legally required to become one of the members of the Demopolis City Board of Education:

- I. The individual must be a resident of Demopolis, Alabama;
- II. The individual shall not be employed by the Demopolis City School System;
- III. The individual must be of good moral character;
- IV. The individual must have at least a high school diploma or equivalent;
- V. The individual must not be a registered sex offender;
- VI. The individual must not be a convicted felon; and,
- VII. The individual must not be serving on the board of a private school or college.

**REFERENCE(S):**

**CODE OF ALABAMA**

**16-11-2, 16-11-3, 41-16-60, 36-25-1, 36-9-1,**

**LEGISLATIVE ACTS 91-161, 93-536, 95-258, 98-627**

**ALABAMA SCHOOL BOARD GOVERNANCE ACT OF 2012**

**HISTORY:**

**ADOPTED: 1985**

**REVISED: AUGUST 8, 2005; APRIL 18, 2011; February 18, 2013**

**FORMERLY: BB**

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### BOARD MEMBER ORIENTATION AND TRAINING

2.12

Demopolis City Board of Education members will pursue ongoing training to develop and enhance their knowledge and effectiveness as Board members and to improve Board governance and operations. Training will include at a minimum the requirements of the Alabama School Board Governance Act of 2012:

- a. Orientation for newly elected or appointed Board members;
- b. Training or consulting workshop for the local Board as a whole;
- c. State or national school board association event addressing Board governance or operation, or other Board member development opportunities relating to leadership development, Board governance, or Board operations.
- d. Board members must complete 3 hours of training between January 1 and June 30, 2013. Beginning July 1, 2013, members must complete six (6) hours of annual training between July 1 and June 30, two hours of which must be interactive training and encompass the entire Board of Education.

The Board recommends beginning in July after a member's initial appointment to the Board of Education, that he/she has twelve (12) months to complete the Alabama Association of School Board's two segments of orientation. Orientation is required once, but refresher training is encouraged.

As soon as possible after the appointment of a new Demopolis City Board of Education member, the Superintendent should provide him/her with copies of Alabama school laws, the system's policy manual, current budget of the school system, Code of Student Conduct, strategic or other long-range plan and other materials as deemed appropriate by the Superintendent. New members shall be encouraged to attend orientation sessions and other training arranged at the local school system level and by the Alabama Association of School Boards.

The Superintendent shall include an amount in each proposed annual budget to cover expenses to support the participation of the Board in activities and programs conducted by the State and other organizations as the Board chooses. Board member travel outside of the state of Alabama must be approved in advance by the Demopolis City Board of Education in order for a member to receive reimbursement.

The Demopolis City Board of Education may maintain membership in the Alabama Association of School Boards. Board members shall participate when possible in AASB development opportunities and training programs.

The Board may conduct an annual evaluation that includes development of a list of recommended improvements in knowledge and skills of Board members.

**REFERENCE(S):**

**CODE OF ALABAMA**

**16-1-6, 16-11-9**

**ALABAMA SCHOOL BOARD GOVERNANCE IMPROVEMENT ACT OF 2012**

**HISTORY:**

**ADOPTED: 1985**

**REVISED: AUGUST 5, 2005; APRIL 18, 2011; February 18, 2013**

**FORMERLY: BBBJ**

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### TERMS OF BOARD MEMBERS

2.13

The five (5) members of the Demopolis City Board of Education shall be appointed by the Demopolis City Council. Terms of the office of member of the Board shall be five (5) years. Members of the Board shall be appointed by the City Council at the first regular meeting of the Council in the month of April. Members may serve two (2) terms. The newly appointed Board member will assume office at the first regularly scheduled Board meeting following the appointment. Members shall serve on the Board until their successor assumes office.

The Demopolis City Council shall make appointments to fill unexpired vacancies on the Board of Education. The Council may set any time to fill the vacancy of an un-expired term.

Any Board member shall be considered resigned when he or she permanently establishes residence outside the City or becomes an employee of the Demopolis City Board of Education.

Members of the Demopolis City Board of Education are officers of the State and may be removed from office only through impeachment proceedings in Circuit Court or other court of like jurisdiction as stipulated in the Alabama Constitution of 1901.

Causes for impeachment of any Board member shall be those applicable to all public officers, namely:

1. willful neglect of duty;
2. corruption in office;
3. incompetence;
4. intemperance in the use of intoxicating liquors or narcotics to such an extent that it renders the officer unfit to discharge duties of the office; or
5. any offense involving moral turpitude while in office, or connected therewith.

#### REFERENCE(S):

**CODE OF ALABAMA**  
**16-11-2, 16-11-3, 36-9-2,**  
**LEGISLATIVE ACTS 91-161, 93-536, 95-258, 98-627,**  
**ALABAMA CONSTITUTION OF 1901 ARTICLE VII**

#### HISTORY:

**ADOPTED: 1985**  
**REVISED: AUGUST 8, 2005; APRIL 18, 2011**  
**FORMERLY: BBBH, BBBG**

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### BOARD CODE OF CONDUCT

2.19

The Demopolis City Board of Education desires to operate with the highest standards of stewardship and principles of public service possible and to that end the Board adopts this Code of Conduct.

#### Conduct of Individuals

1. Attends and participates in regularly scheduled and called board meetings.
2. Reads and prepares in advance to discuss issues to be considered on the board agenda.
3. Recognizes that the authority of the board rests only with the board as a whole and not with individual board members.
4. Upholds and enforces applicable laws, rules and regulations of the local board, and the Alabama State Board of Education, and court orders pertaining specifically to the school system.
5. Renders all decisions based on available facts by exercising independent judgment instead of the opinion of individuals or special interest groups.
6. Works with other board members and the Superintendent to establish effective policies to further the educational goals of the school system.
7. Makes decisions on policy matters only after full consideration at public board meetings.
8. Complies with the requirements of the *School Board Governance Improvement Act*.
9. Communicates in a respectful, professional manner with and about fellow board members and the Superintendent.
10. Takes no action that will compromise the board or school system administration.
11. Refrains from using the position of school board member for personal or partisan gain or to benefit any person or entity over the interests of the school system.
12. Informs the Superintendent and fellow board members of business relationships or family members or close associates or private interests.

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13. Abstains from voting on or seeking to influence personnel or other actions involving family members or close associates or private interests.
14. Communicates to the board and the Superintendent public reaction to board policies and school programs.
15. Advocates for the needs, resources, and interests of the public school students and the school system.
16. Safeguards the confidentiality of nonpublic information.
17. Shows respect and courtesy to staff members.

### Conduct of Individuals at Board Meetings

1. Work with other board members in a spirit of harmony and cooperation in spite of differences of opinion that may arise during the discussion and resolution of issues at board meetings.
2. Take actions that reflect that the first and foremost concern is for the educational welfare of all students attending system schools.
3. Make decisions in accordance with the interests of the school system as a whole based on system finances available to accomplish education goals and comply with the *School Fiscal Accountability Act*.
4. Abide by and support all majority decisions of the board.
5. Act on personnel recommendations of the Superintendent in a timely manner, particularly when there are financial implications of such decisions.
6. Approve operating budgets and budget amendments that are aligned with system goals and objectives and are fiscally responsible.
7. Honor and protect the confidentiality of all discussions during executive session of the board.

### Conduct of the Board as a Whole

1. Recognize that the Superintendent serves as the chief executive officer and secretary to the board and should be present at all meetings of the board except when his or her contract, salary or performance is under consideration.



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2. Honor the Superintendent's authority for the day-to-day administration of the school system.
3. In concert with the Superintendent, regularly and systematically communicate board actions and decisions to students, staff, and the community.
4. Review and evaluate the effectiveness of policies and programs to improve system performance.
5. Develop, in concert with the Superintendent, the vision and goals for the school system to address student needs, advance student performance, and monitor the implementation of policies and programs.
6. Provide opportunities for all members to express opinions prior to board action.

### **REFERENCE(S):**

**CODE OF ALABAMA**

**16-1-14.1**

**ALABAMA OPEN MEETINGS ACT**

**ALABAMA SCHOOL BOARD GOVERNANCE IMPROVEMENT ACT OF 2012**

### **HISTORY:**

**ADOPTED: February 18, 2013**

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### BOARD RESPONSIBILITIES and DUTIES

2.20

- I. The Demopolis City Board of Education is responsible for the organization and control of the public schools of the system and is empowered to determine the policies necessary for the effective operation and general improvement of the school system. The Board is a public corporate entity and may take action only when the Board is meeting in official public session and a quorum is present. The Demopolis City Board of Education shall limit its action to establishing policy and to meeting the requirements prescribed by federal and state law and rules of the State Board of Education. Individual members of the Demopolis City Board of Education have authority to take official action only when sitting as a member of the Board in public session, except when the Board specifically authorizes the member to act. The Demopolis City Board of Education shall not be bound in any way by any action on the part of an individual Board member or an employee, except when such statement or action is in compliance with the public action of the Demopolis City Board of Education.
  
- II. The specific duties of the Board shall include, but not be limited to the following:
  - A. Work with the Superintendent to establish a vision for the school system by adopting goals that address student needs, advance student performance, and review data to monitor implementation of policies and programs.
  
  - B. Adopt policies and programs to meet the adopted goals and respond to system needs recommended by the Superintendent.
  
  - C. Address personnel recommendations submitted by the Superintendent in a timely manner and take personnel actions based on student needs and system finances without regard to personal preferences or political interests.
  
  - D. Approve operating budgets aligned with the adopted goals as recommended by the Superintendent.

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- E. Advocate for the needs, resources, and interests of students and allow the Superintendent to address constituent issues.
- III. The duties and obligations of an individual Demopolis City Board of Education member shall include, but not be limited to the following:
- A. To attend all meetings;
  - B. To become familiar with selected federal and state school laws, State Department of Education rules and regulations, and local Board policies, rules and regulations;
  - C. To assist in establishing the highest goals and objectives for the Demopolis City School System which realistically can be achieved;
  - D. To vote and act in the Board meetings for the total good of the school system;
  - E. To accept the will of the majority vote and give support to the resultant policy;
  - F. To represent the Demopolis City Board of Education in such a way as to promote public interest in and support for Board-related activities;
  - G. To refer complaints and inquiries to the proper school authorities and to abstain from individual counsel and action;

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- H. To recognize that candid discussions based on objective rationale are vital to the ultimate success of the school system;
- I. To comply with statutory requirements, state and Demopolis City Board of Education policies, and regulations of duly authorized administrative agencies;
- J. To act ethically in all matters at all times, thereby representing the school system to the best of one's ability; and
- K. To receive no financial interest or personal benefit, either directly or indirectly, in the purchase of or contract for real or personal property or contractual service with the Demopolis City Board of Education.

### REFERENCE(S):

### CODE OF ALABAMA

16-11-9, 16-11-5, 16-11-17, 16-11-24, 36-25-1,

36-26-100, 41-16-50, 41-16-57

LEGISLATIVE ACT 2005-40 (ALABAMA OPEN MEETINGS ACT)

ALABAMA SCHOOL BOARD GOVERNANCE IMPROVEMENT ACT OF 2012

### HISTORY:

ADOPTED: 1985

REVISED: AUGUST 8, 2005; APRIL 18, 2011; February 18, 2013

FORMERLY: BAF, BBBA, BBABA, BGA, BHA

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### ORGANIZATION AND OFFICERS OF THE BOARD

2.21

- I. The Demopolis City Board of Education shall elect, at its annual meeting in May of each year, one of its members as Chairman and one as Vice-Chairman. The Chairman shall preside at all meetings of the Board and he/she shall call special meetings when circumstances require such meetings.
- II. The Chairman shall sign, with the Superintendent, the minutes and other official documents which require the signature of the Chairman. He/she shall perform other duties as prescribed by law or specified in the policies of the Demopolis City School System.
- III. The Chairman shall preside at all School Board meetings, appoint committees, and perform such other duties as may be prescribed by law or by action of the School Board. The Vice-Chairman shall preside in the absence of the Chairman and shall perform such other duties of the Chairman as required by circumstances.
- IV. If the Chairman and Vice-Chairman are absent from a meeting at which a quorum is present, the Superintendent may assume the Chair to conduct an election to select a Chairman Pro-Tem for that respective meeting. The Superintendent shall have no nominating authority or voting rights.
- V. The Superintendent, as provided by law, shall be the secretary and executive officer of the School Board.

#### REFERENCE(S):

CODE OF ALABAMA  
16-11-3, 16-11-5, 16-12-1, 16-12-3,  
LEGISLATIVE ACT 91-161 § 4 AND §8

#### HISTORY:

ADOPTED: 1985  
REVISED: AUGUST 8, 2005; APRIL 18, 2011  
FORMERLY: BB, BBA

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### BOARD MEETINGS

2.22

All Demopolis City Board of Education meetings shall be open to the public, and all informal meetings and conferences involving Board members shall be conducted as public meetings unless specifically exempted by Alabama Statutes. The Demopolis City Board of Education may take no official action at any time other than at an open meeting.

- I. Regular Demopolis City Board of Education meetings shall be established at the organizational meeting held in May. The regular meeting date may be changed by Board action at any previous meeting or at the direction of the Superintendent and/or Board Chairman, provided that each member is notified. When a meeting date is changed, the Superintendent shall take appropriate action to inform the public.
  - A. Special meetings shall be held at the time designated by the Superintendent, Board Chairman, or when requested by two (2) Board members in written notice.
  - B. Emergency meetings may be held at any time by the Superintendent, either upon his/her initiative or upon the Board Chairman's request. An emergency meeting may be called and the public shall be notified. Demopolis City Board of Education members shall be given a tentative agenda during the notification.
- II. Regular, special, and emergency meetings of the Demopolis City Board of Education shall be held in the regular Board meeting room, unless changed in the manner prescribed herein. Regular meetings are scheduled on the third (3<sup>rd</sup>) Monday of each month at 5:15 pm in the general office of the Board unless another place is designated in the call of the meeting. Any regular or special meeting may be held at any other appropriate public place within the system by giving prior public notice.
- III. Board members shall receive notice of each regularly scheduled Board meeting, including an unapproved agenda, at least twenty-four (24) hours prior to regular Board

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meetings. The Superintendent shall, whenever possible, notify or cause to be notified, all Board members at least twenty-four (24) hours prior to special meetings.

- IV. All Demopolis City Board of Education meetings shall be conducted in accordance with the latest edition of Roberts' *Standard Rules of Order*. A majority of the Board shall constitute a quorum for the transaction of business. An official act of the Board shall require a majority vote of the total membership. The Chairman may discuss, make motions, second motions, and have a vote on all matters before the Board.
- V. Order of Business

The Board shall adhere to the following order of business when conducting regular meetings:

- A. Call to order, welcome of visitors
- B. Establish quorum
- C. Additions or corrections to written agenda
- D. Approval of agenda items
- E. Approval of minutes
- F. Consideration of specific agenda items
- G. Administrator's reports

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H. Adjourn

VI. Participation Procedure

A. All citizens are encouraged to attend open meetings of the Demopolis City Board of Education.

B. Addressing the Board

1. An agenda shall be prepared by the Superintendent with the advice of the Chairman. A request to be considered on the agenda shall be filed in writing with the superintendent at least five (5) days prior to the scheduled meeting.
2. After approval as an agenda item and called on by the Chairman, the addresser will identify himself/herself, briefly state the purpose of the matter and present specific concerns.
3. After agenda items have been approved, items of business may not be added from the floor from those who arrive late unless the majority of the Board members present give approval.
4. The Chairman of the Board, any member of the Board, or the Superintendent may determine that a speaker's remarks should be addressed in an executive session when the good name or character of an individual is discussed.



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5. The Chairman may set a time limit on the presentation. If there is more than one presentation, the Chairman shall coordinate the sequence and timing of all presentations.
6. The Board may direct a given speaker to work with the specified school officials for resolution, with the understanding that the matter could come back to the Board of resolution does not become finalized at the local school level.

### C. Resolution Factors

1. All school community residents are urged first to seek resolution with school employees directly involved and/or school administrators before requesting to be on the Board agenda.
2. If a concern or concerns stated are not specific or resolution has not be attempted, the resident seeking resolution shall be referred back to school personnel before the Board can take action.
3. To facilitate resolution, delegations are encouraged to meet with the Superintendent and Board Chairman to outline problems.
4. The Board may determine that they do not have the means or authority to legislate or attempt resolution for a given concern and may vote to dismiss a given item as a valid Board business item.

- V. A majority shall constitute a quorum for any Demopolis City Board of Education meeting. Unless a majority is present, no meeting can be convened.

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- VI. The official minutes of the Demopolis City Board of Education shall be kept as prescribed by Alabama statutes. The minutes shall be kept in a safe place by the Superintendent and shall be made available by the Superintendent during the time the office is open to any citizen desiring to examine the minutes.

Only motions, resolutions, and the necessary information related thereto; the name of the person making the motion or submitting the resolution; the name of the person who seconds the motion; and the vote or action thereon must be recorded. Other relevant information as determined by the Superintendent may be recorded.

- VII. The Demopolis City Board of Education may vote in a legally called meeting and, upon approval of the majority of the whole Board, may hold executive sessions for specific purposes. Such purposes shall be limited to those involving the character or good name of a woman or man or pending litigation in which the Board is a party. Executive sessions shall be attended only by members of the Demopolis City Board of Education, the Superintendent, counsel if necessary, and persons necessary to ensure due process for the individual discussion. All matters discussed by the Board in executive session shall be regarded as confidential by all persons in attendance and shall not be divulged to the public. No minutes shall be kept of executive session discussions. Nothing having the effect of regulation, policy or official action of any kind shall be decided in executive session.
- VIII. There shall be no representation by proxy of any Demopolis City Board of Education member.
- IX. Public notice shall be given of the time, date, and place of Demopolis City Board of Education meetings. Persons wishing to receive individual notice by email must notify the Superintendent in writing of their request. Persons requesting such notice shall be responsible for having a valid email address and are responsible for informing the Superintendent of any changes of address. The Board is not responsible for email that is not deliverable for whatever reason. The Superintendent may remove any address for which email is undeliverable via the Internet. The Superintendent shall establish a notification system for members of the public.

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**REFERENCE(S):**

**CODE OF ALABAMA**

**16-11-5,**

**LEGISLATIVE ACTS 91-161, 93-536,**

**AND 2005-40 (ALABAMA OPEN MEETINGS ACT)**

**HISTORY:**

**ADOPTED: AUGUST 1985**

**REVISED: AUGUST 8, 2005; APRIL 18, 2011; February 18, 2013**

**FORMERLY: BCBH, BBABA, BCBD**

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### POLICY ADOPTION and DISSEMINATION

2.23

#### I. Policy Adoption

- A. The Demopolis City Board of Education shall formulate policies by which its schools shall be managed.
- B. No Demopolis City Board of Education policy shall be construed to create or confer any contractual right, property right, entitlement of, expectancy of, or other legal cognizable interest in employment or continuing employment. Nothing in any policy shall be construed to create or grant employment rights greater than or in addition to those expressed in law or written contract.
- C. Before adopting written policies, the Board shall directly or indirectly through the Superintendent, consult with the local employees' professional organization whose parent organization represents the majority of school employees statewide. Input by the applicable professional organization shall be made in writing to the Superintendent. The Superintendent may also consult professional assistants, principals, employees and interested citizens. All policies shall be made available to all persons affected and employed by the Demopolis City Board of Education.

#### II. Policy Dissemination

- A. Board policies and administrative rules and regulations shall also be made accessible to all members of the Demopolis City Board of Education, students and members of the community served by the school system.
- B. Any amendments to the policies, rules and regulations of the Demopolis City Board of Education shall be furnished to the affected persons employed by the Board.
- C. Local schools, school system offices, and the city library shall be provided electronic media copies of school system policies. The Superintendent shall provide at least two (2) computer terminals in locations readily accessible to employees where policies may be viewed and used in work-related tasks.
- D. The Demopolis City Board of Education is aware that a preliminary requirement for demanding certain standards of performance is adequate notification of such requirements. The Board is also aware that the responsibility of familiarization with specific aspects of policies rests with the employee following fair and reasonable attempts by administrative personnel to provide such information.

#### III. Policy Suspension

All policies established at any time by the Demopolis City Board of Education are implemented with the expectation that they will apply under routine circumstances. No policy is intended to restrict the Board's general authority to exercise all powers

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necessary and proper for the administration and management of the schools. Therefore, whenever in the Board's opinion it would be in the best interest of the system to suspend one or more policies, the Board may acknowledge that fact, suspend the application of the policies, and take whatever action it deems appropriate. Any such action taken by the Board under this policy shall not be a violation of any suspended policy, provided the minutes of the Board reflect the Board's determination that the best interest of the system justified the suspension of the policy.

### **IV. Administration in the Absence of Policy**

The Board authorizes the Superintendent to take reasonable and prudent action when the Board has provided no guidelines for administrative action. The Superintendent shall have the power to act unless the power to take such action is invested solely in the Board by law.

### **REFERENCE(S):**

**CODE OF ALABAMA  
16-12-5, 16-11-9, 16-11-2, AAC §290-3-1-.02**

### **HISTORY:**

**ADOPTED: 1985  
REVISED: AUGUST 8, 2005; APRIL 18, 2011  
FORMERLY: BDAB, BDAD, BDAG**

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### BOARD MEMBER COMPENSATION

2.24

- I. Demopolis City Board of Education members are authorized to receive reasonable compensation for their services, not to exceed \$200 per month.
- II. The Demopolis City Board of Education shall set the level of compensation to be received by Board members upon a majority vote of the Board at its annual organizational meeting. Any increase in compensation approved by the Board shall take effect following the expiration of the next member's term of office.
- III. The compensation identified herein shall be in addition to actual travel expenses and other necessary, sensible expenses incurred in attending out-of-town meetings and transacting business of the Board.

#### REFERENCE(S):

CODE OF ALABAMA  
16-1-26; LEGISLATIVE ACTS 83-603,  
93-536, 95-528, AND 2000-123

#### HISTORY:

ADOPTED: AUGUST 1985  
REVISED: AUGUST 8, 2005; APRIL 18, 2011  
FORMERLY: BBBL

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### SCHOOL IMPROVEMENT AND EDUCATION ACCOUNTABILITY 2.25

The Demopolis City Board of Education shall be responsible for school and student performance and for developing, approving, implementing, and maintaining a system of school improvement and education accountability pursuant to Alabama statutes and State Board of Education rules. The system shall establish the individual school as the unit for education accountability and shall conform to the provisions of planning and budgeting as required by Alabama statutes. School as used herein shall include each school-within-a-school, magnet school, self-contained educational alternative center, and satellite center.

The system shall include, but not be limited to, the following components:

- I. Continuous improvement plans which are adopted for each system school. Each system school shall develop and present to the Superintendent, by the date set by the Superintendent, an individual continuous improvement plan for consideration by the Demopolis City Board of Education. The approved plan shall be implemented the next school year.
  - A. The plan shall be designed to achieve the state education goals and student performance standards and shall be based on a needs assessment conducted pursuant to data collection requirements in Alabama statutes.
  - B. The plan shall address school progress, goals, indicators of student progress, strategies, and evaluation procedures, including adequate measures of individual student performance. Also included shall be specific school safety and discipline strategies.
  - C. The plan for each school shall be approved annually and shall be implemented as a new, amended, or continued improvement plan.
  - D. The plan shall be developed by Demopolis City Board of Education employees in each school in conjunction with an advisory council.
- II. The system process for initial approval and subsequent annual approval of Demopolis City School System continuous improvement plans shall provide for each school's plan to be reviewed and approved or disapproved by the Demopolis City Board of Education.

#### REFERENCE(S):

CODE OF ALABAMA  
16-6B-3, 16-6B-7, 16-11-9, AAC § 290-4-1-.01

#### HISTORY:

ADOPTED: APRIL 18, 2011  
REVISED: \_\_\_\_\_  
FORMERLY: NEW

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### SPECIAL COMMITTEES OF THE SCHOOL BOARD

2.26

Upon a vote of approval by the majority of Board of Education members, special committees may be appointed by the Demopolis City Board of Education. The duties of any such committee shall be outlined at the time of appointment; the committee shall be automatically dissolved when the Board accepts the committee's final report. Each Demopolis City Board of Education member shall be notified of all committee meetings, but shall have no vote unless the member is serving as a committee member. All meetings of Board committees shall be open to the public.

Special committees or individuals who serve on special committees shall take no action that is binding upon the Demopolis City Board of Education.

#### REFERENCE(S):

CODE OF ALABAMA  
16-11-9

#### HISTORY:

ADOPTED: 1985  
REVISED: AUGUST 8, 2005; APRIL 18, 2011; FEBRUARY 16, 2015  
FORMERLY: BBC



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### LEGAL COUNSEL

2.30

The Demopolis City Board of Education attorney, obtained from outside the Board's membership, shall act as legal advisor to the Demopolis City Board of Education and the Superintendent. When approved by the Board, special counsel may be retained to assist in any litigation or other matter.

#### REFERENCE(S):

CODE OF ALABAMA  
16-11-9

#### HISTORY:

ADOPTED: AUGUST 1985  
REVISED: APRIL 18, 2011  
FORMERLY: BBE

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### BOARD AND SUPERINTENDENT RELATIONS

2.31

The operation of a public school system is a complex undertaking. Important to success is the quality of relationship that exists between the Board and the Superintendent and his/her staff. In some cases the duties and prerogatives of each can be clearly defined; while in others, functions necessarily overlap. Often complicated questions which cannot be anticipated will arise; faith, understanding, and patience are essential to teamwork. Advance knowledge that certain codes of conduct and principles will be observed by the Superintendent and board members promotes confidence, trust, and provides for understanding and cooperation.

The Demopolis City Board of Education considers the formulation and adoption of policies as its most important function. The execution and implementation of adopted policies shall be the function of the Superintendent.

Delegation by the Board of its executive powers to the Superintendent provides freedom for the Superintendent to manage the schools within the Board's policies and frees the Board to devote its time to policy-making and judicial and evaluative functions.

The Board shall hold the Superintendent responsible for carrying out its policies within established guidelines and for keeping the Board informed about school operations. In an effort to keep the Board informed, the Superintendent shall promptly notify Board members of any happenings of an emergency nature that occur in the schools.

#### REFERENCE(S):

**CODE OF ALABAMA**  
**16-1-30, 16-11-9**

#### HISTORY:

**ADOPTED: AUGUST 10, 1985**  
**REVISED: APRIL 18, 2011**  
**FORMERLY: BBF**