

WASHINGTON WEST SUPERVISORY UNION RULES OF ORGANIZATION

DEFINITIONS

- *Washington West Supervisory Union* (WWSU) is comprised of the district boards of Duxbury, Fayston, Moretown, Waitsfield, Warren, Waterbury, Waterbury-Duxbury Union School District, and the Harwood Union High School District #19.
- *WWSU Board* shall mean the Washington West Supervisory Union Board.
- *Executive Committee* shall mean a committee comprised of 2 representatives from Waterbury-Duxbury U-45, 2 representatives from Harwood Union U-19, 1 representative from each of the remaining school districts of Fayston, Moretown, Waitsfield, and Warren.
- *District Board* shall mean the school board for each member of the WWSU.

MEMBERS

WWSU Board. Each district board assigned to the WWSU and having more than three members shall elect from such board three members who shall represent and act for it in meetings of the supervisory union. Each district board which employs no teacher shall have only one vote in WWSU meetings.

Officers. The WWSU Board shall elect a chair and vice-chair at its annual meeting. No person shall serve as chair for more than three years in any nine-year period. The chair of the WWSU Board shall serve as the board chair of the Executive Committee.

Executive Committee. The WWSU Executive Committee (who shall be members elected to the WWSU Board) shall consist of one member of each district board from the districts of Fayston, Moretown, Waitsfield, and Warren; and two representatives from the district boards of Waterbury-Duxbury and Harwood Union. Each district board represented may also select an alternate to serve on the Executive Committee in the absence of the elected member.

MEETINGS

An annual reorganization meeting of the full WWSU Board shall be held after reorganization meetings of the district boards and not later than thirty (30) days after the latest annual school district election held by member districts in the WWSU. At this annual meeting, officers shall be elected.

Regular meetings of the Executive Committee shall be held not fewer than three times annually. Special or emergency meetings of the Executive Committee as necessary may be called in accordance with the requirements of the law.

The WWSU Board may also hold such additional meetings as necessary to carry out the roles remaining to it under these rules.

Attendance and Participation. All members of the district boards comprising the supervisory union may attend and participate in discussion at any Washington West Supervisory Union Board meeting or Executive Committee meeting.

QUORUM

A majority of the district boards comprising the WWSU shall be represented at all meetings and majority of all members of the WWSU Board or Executive Committee, respectively, shall be present in order to constitute a quorum for the transaction of business.

VOTING

WWSU: Elections and the transaction of all other business at such supervisory union meeting shall be determined by majority vote of all WWSU Board members present.

Executive Committee: Transaction of all business at such committee meetings shall be determined by majority vote of all Executive Committee members present.

DUTIES

Washington West Supervisory Union Board. The following functions and duties of the WWSU Board shall remain the sole province of the Board:

1. Budget approval
2. Hiring/discharge of the superintendent

Executive Committee. It is the intent of these rules that all other functions and duties shall be the province of the Executive Committee and shall include, but not be limited to:

1. Represent his/her local board with regard to all Executive Committee discussions;
2. Serve as the primary, but not exclusive, relationship with the Superintendent of Schools for all operations of the supervisory union;
3. Identify the needs of the supervisory union particularly with respect to K-12 curriculum and other programs where collaboration and coordination would support the operations of all schools;
4. Identify several specific priorities that will be the responsibility of the Supervisory Union and managed by the Executive Committee;
5. Participate in formal board meetings with the Superintendent no less than three times over each two-month period during the school year and once during the summer months; and
6. Communicate the outcome of Executive Committee discussions with the local board on a regular basis;
7. Evaluate the Superintendent of Schools on an annual basis.

However, the WWSU Board may reconsider any action taken by the Executive Committee, should a minimum of one-third of the WWSU Board members request such reconsideration.

AMENDMENTS

These rules may be amended after 30 days' notice at an annual or special meeting called by the chair. Adoption of amendments shall require majority vote of the WWSU Board.

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Bylaws here presented are as amended and adopted at the full WWSU Board meeting on January 16, 2014.

*Apportionment of **General** Expenses : As provided in 16 VSA s.301, effective for school years commencing July 1, 2014 and thereafter, the salary and expenses of the Superintendent of Schools and the general expenses of the Supervisory Union , **exclusive of expenses allocable to student transportation and special education services**, shall be apportioned and allocated among its constituent school districts in direct proportion to the number of equalized pupils in each school district, as determined by the Secretary of the Agency of Education on or before the preceding December 15 in the manner provided in 16 VSA s.4010. [This does NOT include the assessment for transportation expenses.]*

Apportionment of Transportation Expenses: Effective for school years commencing July 1, 2016, and thereafter, expenses allocable to student transportation shall be apportioned and assessed among member districts in direct proportion to the school year mileage accrued for daily bus routes provided to individual schools in each respective school district.

Apportionment of Special Education Expenses: Effective for school years commencing July 1, 2016, and thereafter, expenses allocable to the furnishing of special education services shall be apportioned and assessed among member districts in direct proportion to the actual and direct cost of such services provided to each school district during the school year.

Bylaws here presented are as amended and adopted at the full WWSU Board meeting on August 26, 2009.

For reference: Pursuant to the definition of WWSU, the full WWSU Board has 20 (twenty) members. A quorum of the full board is 11 (eleven) members.

Reprint of Title 16, Section 264, paragraph b: A supervisory union may establish an executive committee consisting of the chair and no fewer than two additional directors. The supervisory union shall enumerate in writing the specific powers and duties delegated to the executive committee, which shall have authority to act on behalf of the supervisory union within its delegated powers.

Reprint of Title 16, Section 266: For the purpose of holding meetings and transacting the business of a supervisory union, the school board of any district assigned to a supervisory

union, and having more than three members, shall elect from such board three members who shall represent and act for it in meetings of the supervisory union to which it is assigned. But the school board of any district which employs no teacher shall have only one vote in said supervisory union meeting.

1/12/2006 Adopted by WWSU Board

8/26/2009 Revision adopted by WWSU Board

1/16/2014 Revision adopted by WWSU Board