

CARLISLE AREA SCHOOL DISTRICT

SECTION: PROFESSIONAL EMPLOYEES

TITLE: EMPLOYMENT OF SUMMER
SCHOOL STAFF

ADOPTED: September 21, 2006

REVISED: February 19, 2015
September 17, 2015

406. EMPLOYMENT OF SUMMER SCHOOL STAFF	
<p>1. Authority</p> <p>SC 406, 508, 1109, 1146, 1901 Pol. 124</p> <p>SC 111.1</p>	<p>The Board directs that summer school employees shall be qualified and competent to fulfill such assignments.</p> <p>The Board, by majority vote of all members, shall approve the employment; set the compensation; and establish the period of employment for each person employed in the district summer school program, when the program is authorized by the Board.</p> <p><u>Employment History Review</u></p> <p>The District shall perform an employment history review as required by state law before offering employment to a candidate. Failure to accurately disclose required information shall subject the candidate to discipline up to, and including, denial of employment or termination if already hired, and may subject the candidate to civil and criminal penalties. The District may use the information received during the review for the purpose of evaluating an applicant's fitness to be hired or for continued employment and may report the information as permitted by law. The District may not hire an applicant who fails to provide the information required during the review. Where appropriate and in consultation with the District Solicitor, the Board may hire applicants pending satisfactory completion of the employment history review. The Administration is authorized to use its discretion to conduct further investigations of prospective employees or require applicants to provide additional information or authorizations beyond what is required under the law.</p>
<p>3. Guidelines</p> <p>SC 111 23 Pa. C.S.A. Sec. 6344</p>	<p>Such approval shall normally be given to those candidates recommended by the responsible administrator and approved by the Superintendent.</p> <p>Primary consideration shall be given to candidates for summer school employment who are district staff members.</p> <p>No candidate shall be employed until such candidate has complied with the mandatory background check requirements for criminal history and child abuse and the district has evaluated the results of that screening process. All employees must obtain new State Police criminal history, child abuse, and federal criminal history</p>

<p>4. Delegation of Responsibility</p>	<p>clearances every 60 months as required by law. Employees who fail to obtain new clearances in a timely manner will be subject to discipline up to and including termination.</p> <p>Any employee's misstatement of fact material to qualifications for employment or determination of salary shall constitute grounds for dismissal by the Board.</p> <p>The Superintendent or designee shall develop procedures for the recruitment, screening and recommendation of candidates for summer school employment.</p> <p>Only those candidates who are best qualified to perform the duties of the position shall be recommended.</p> <p>Vacancies for summer school employment shall be made known to district personnel so that they may apply for such positions.</p> <p>Recommendations from former employers and others shall be sought to assess the candidate's qualifications. Recommendations and references shall be retained confidentially and for official use only.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 108, 111, 111.1, 406, 508, 1109, 1146, 1201, 1901</p> <p>State Board of Education Regulations – 22 PA Code Sec. 8.1 et seq., 49.1 et seq.</p> <p>Educator Discipline Act – 24 P. S. Sec. 2070.2</p> <p>Child Protective Services Law – 23 Pa. C.S.A. Sec. 6301 et seq.</p> <p>Board Policy – 000, 104, 124</p>
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