

Lower Merion School District

Policy No.: 402
Section: PROFESSIONAL EMPLOYEES
Title: CREATING A POSITION
Date Adopted: 4/18/88
Date Last Revised:

402 CREATING A POSITION

To create teaching positions and positions for other professional employees in order to provide educational programs as approved by the Board of School Directors.

Position shall mean a post of employment, either full time or part time, for which a person is paid in accordance with the collective bargaining agreement which is in effect.

A. The need for creating teaching positions and positions for other professional employees shall be determined by the Board of School Directors in accordance with the following guidelines:

1. Recommendations for adding new professional positions shall include but not necessarily be limited to:
 - a. A job description clearly describing the duties and responsibilities of the position; and
 - b. A title that conforms with the appropriate state certificate if such a certificate is required.
2. The Board of School Directors shall give primary consideration to:
 - a. The number of pupils enrolled;
 - b. The special needs of pupils;
 - c. The operational needs of the school district; and
 - d. The financial resources of the school district.

A. The superintendent shall be responsible for recommending professional positions. However, the Board of School Directors reserves for itself the final determination as to the number and kind of professional positions deemed necessary for the effective operation of the school district.

B. The superintendent shall seek the advice of the appropriate members of the administrative staff in the preparation of recommendations creating new positions or increasing the number of employees in existing positions.

School Code §1106