



Book	Policy Manual
Section	300 Employees
Title	Employment of Summer School Staff
Code	306
Status	Active
Adopted	October 28, 2013

### **Authority**

The Board directs that qualified and competent professional and support employees be employed to provide the district's summer school program.

When a summer school program is authorized by the Board, the Board, by majority vote of all members, shall approve the employment; set the compensation; and establish the period of employment for each individual employed in the district summer school program.[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)[\[6\]](#)

Approval shall normally be given to the candidates recommended by the responsible administrator and approved by the Superintendent.

A candidate shall not be employed until the individual 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.[\[7\]](#)[\[8\]](#)[\[9\]](#)

Each candidate shall report, on the designated form, arrests and convictions as required by law. Failure to accurately report such arrests and convictions may, depending on the nature of the offense, subject the individual to criminal prosecution.[\[7\]](#)

An employee's misstatement of fact material to qualifications for employment or determination of salary shall constitute grounds for dismissal by the Board.

### **Delegation of Responsibility**

The Superintendent or designee shall develop administrative regulations or procedures to recruit, screen and recommend candidates for summer school employment. Only those candidates who are best qualified to perform the duties of the position, as determined by the administration, shall be recommended.

Vacancies for summer school employment shall be made known to district personnel so that they may apply for such positions.

Recommendations from former employers and others may be sought to assess the candidate's qualifications. Recommendations and references shall be retained confidentially and for official use only.

Legal

[1. 24 P.S. 406](#)

[2. 24 P.S. 508](#)

[3. 24 P.S. 1109](#)

[4. 24 P.S. 1146](#)

[5. 24 P.S. 1901](#)

6. Pol. 124

[7. 24 P.S. 111](#)

[8. 22 PA Code 8.1 et seq](#)

[9. 23 Pa. C.S.A. 6301 et seq](#)

[24 P.S. 108](#)

Pol. 000

Pol. 104