

Book	Policy Manual
Section	300 Employees
Title	Residency Requirement/Waiver
Code	308
Status	Active
Adopted	October 21, 2009
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Last Revised	October 2026

Purpose

The Board encourages all District employees to reside within the territorial boundaries of the City of Pittsburgh and requires certain members of the Superintendent's Executive Cabinet and Leadership Team to ~~requires that all employees who are not certified by the Pennsylvania Department of Education and assigned to a position requiring certification~~ reside within the District. The Board will only consider waiving this requirement as set forth in this policy. ~~This policy will ensure consistency in the waiver process and serves to protect the District in the event of a legal or other challenge to the Residency Requirement or the failure to grant a Residency Waiver.~~

~~This policy will allow the Superintendent or designee to process Residency Waiver requests more expeditiously.~~

Authority

District employees **who hold the position of Superintendent of Schools, Deputy Superintendent, Chief, and Executive Director** who were hired or promoted after June 25, 1981 and who do not hold a certification issued by the Pennsylvania Department of Education shall reside within the territorial boundaries of the District (hereafter referred to as the Residency Requirement) unless the Residency Requirement is waived by the Board in accordance with this policy, or the Residency Requirement is otherwise prohibited by law.[\[1\]](#)

Residency Waivers may only be granted by the Board. The Board will consider granting a Residency Waiver of the Residency Requirement for initial hiring only upon recommendation by the Superintendent.

Guidelines

A Residency Waiver recommended by the Superintendent will only be granted for a nongeneric position which has unique academic and/or experiential requirements which make it more difficult to fill than jobs with limited academic and/or experiential requirements. The Residency Waiver recommendation must include a representation that the position is important to achieving the educational goals of the District and that the Superintendent and/or the Superintendent's staff, with or without the help of a consultant and/or referral service, has been unable to readily find an available and equally qualified candidate who is a resident or who is willing to become a resident in conformance with the Residency Requirement. The Superintendent's recommendation will include a representation that the matter has been reviewed with the Solicitor who

has provided an opinion that granting the Residency Waiver is consistent with Board policy.

For an employee who is already a District resident, the Board will only act on a Residency Waiver request submitted in writing while the employee is still a District resident and which is submitted to the Superintendent or designee.

Residency Waivers that will allow a current District employee to relocate outside of the District will only be considered by the Board under the following circumstances:

1. For an employee who after being hired and working for the District becomes married to someone who is required as a condition of ~~his/her~~ **their** employment to live in a municipality other than the City of Pittsburgh;
2. For an employee who after being hired and working for the District becomes married to another District employee who is not required by law or because of a Residency Waiver to live within the District;
3. To comply with the terms of a collective bargaining agreement between the District and a union representing District employees.

Residency Waivers that are submitted by current District employees and do not meet one of the above criteria shall be denied by the Superintendent or designee.

When Residency Waiver requests are denied, the denial should provide the reason for denial which has been reviewed and approved by the Solicitor.

Residency Waiver requests submitted formally or informally to the Board that do not meet the criteria in this policy or have not been submitted to the Superintendent or designee will not be considered by the Board.