

Book	Policy Manual
Section	(P) PERSONNEL
Title	Policy P500 - Employment Of Professional Employees
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Policy Number: P500

Title: Employment of Professional Employees

Section: Personnel – Professional Staff

I. Purpose

The Joint Committee places substantial responsibility for the effective operation of the school with professional employees who are employed by the school. EASTERN shall employ and retain the best qualified teachers and other personnel. This shall be accomplished through careful consideration of qualifications, insistence on merit selection, provision of competitive salary schedules, and other forward-looking personnel policies.

II. Authority

The Joint Committee shall approve the employment and fix the compensation for each professional employee employed by the school. It shall also fix the term of employment or other conditions that may reflect the difference between full-time and part-time employment.

Such approval shall normally be given to those candidates for employment recommended by the Superintendent of Record and the Director.

All applications for employment shall be referred to the Director.

No teacher shall be employed who is related to any member of the Joint Committee, as defined in statute unless such teacher receives the affirmative vote of a majority of all members of the Joint Committee other than the member related to the applicant.

Any employee's misstatement of fact material to qualifications for employment or the determination of salary shall be considered by the Joint Committee to constitute grounds for dismissal.

The utilization of professional employees prior to employment approval by the Joint Committee is authorized when necessary to maintain continuity in the educational program. Retroactive employment shall be recommended to the Joint Committee at its next regular meeting.

No candidate for professional employment shall receive recommendation for such employment without evidence of his/her certification. In the event of emergency or urgent conditions, the Director shall take appropriate action.

Pre-Employment Requirements

EASTERN shall conduct an employment history review in compliance with state law prior to issuing an offer of employment to a candidate as required in the procedures accompanying this Policy.

III. Delegation of Responsibility

The Director shall develop procedures for the recruitment, screening and recommendation of candidates for employment.

IV. Teachers

Each candidate for a regular teaching position in the District shall be required to have the following minimum qualifications:

Two Thousand (2000) hours of occupational experience.
Any criminal and child abuse clearances required by law.

The Director shall seek candidates of good moral character for employment who possess the following attributes:

High moral character.
A genuine interest in children and youth.
An appreciation of our cultural heritage and democratic way of life.
Commitment to the teaching profession and a recognition of its vital place in developing responsible citizens.
A desire to serve the school and community.
Evidence of a positive outlook, enthusiasm, and vitality.
Effective oral and written communication skills.
Commitment to continued professional growth.

The Director may apply such screening procedures as may be necessary to determine the candidate's ability to perform the tasks for which the candidate is being considered. The Director shall seek such recommendations from former employers and others as may be of assistance in assessing the candidate's qualifications. Such records shall be retained confidentially and for official use only.

The Director shall annually present to the Joint Committee on or before the September meeting the number of professional employees, temporary employees, and long-term substitute employees.

V. Recruitment

Every opportunity will be taken to ensure that each applicant for the position is selected on the basis of qualifications, merit and ability. The Joint Committee subscribes to the fullest extent to the principle of the dignity of all and of their labors and will take affirmative action to ensure that applicants are recruited and employed without regard to their race, gender, sex, religion, age, disability, place of residence, political affiliation, sexual orientation or national origin.

SC 1201 24 P.S. Secs. 111, 1201, 1109, 2702.2
23 Pa. C.S.A. 6301
Title 22 Secs. 49.81 et seq., 339.41
P.L. 88-352
P.L. 92-318

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See also:
DP P500 - Employment of Professional Employees