

SUN AREA TECHNICAL INSTITUTE

SECTION: PROFESSIONAL EMPLOYEES

TITLE: EMPLOYMENT OF SUMMER
SCHOOL STAFF

ADOPTED: May 16, 2002

REVISED:

406. EMPLOYMENT OF SUMMER SCHOOL STAFF	
1. Purpose	The Joint Operating Committee directs that summer school employees shall be qualified and competent to fulfill such assignments.
2. Authority SC 1850.1	The Joint Operating Committee, by majority vote of all members present, shall approve the employment; fix the compensation; and establish the period of employment for each person employed in the summer school program, when the program is authorized by the Joint Operating Committee.
3. Guidelines	Such approval shall normally be given to those candidates recommended by the responsible administrator and approved by the Administrative Director. Primary consideration shall be given to candidates for summer school employment who are staff members of the center. No candidate shall be employed until such candidate has complied with the mandatory background check requirements for criminal history and child abuse and the school has evaluated the results of that screening process. Any employee's misstatement of fact material to qualifications for employment or determination of salary shall constitute grounds for dismissal by the Joint Operating Committee.
SC 111 23 Pa. C.S.A. 6301	
4. Delegation of Responsibility	The Administrative Director or designee shall develop procedures for the recruitment, screening and recommendation of candidates for summer school employment. Only those candidates who are best qualified to perform the duties of the position shall be recommended. Vacancies for summer school employment shall be made known to center personnel so that they may apply for such positions.

<p>School Code 111, 1850.1</p> <p>PA Statute 23 Pa. C.S.A. 6301</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>
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