

COUNCIL ROCK SCHOOL DISTRICT

SECTION: SUPPORT EMPLOYEES

TITLE: EMPLOYMENT OF SUPPORT
EMPLOYEES

ADOPTED: November 5, 1998

REVISED: September 23, 2004
March 19, 2009

<p>1. Authority</p> <p>SC 406, 508 Pol. 528</p> <p>SC 111 Title 22 Sec. 8.1 et seq 23 Pa. C.S.A. 6301 et seq</p> <p>Title 22 Sec. 403.2, 403.5 20 U.S.C. Sec. 6319</p>	<p style="text-align: center;">504. EMPLOYMENT OF SUPPORT EMPLOYEES</p> <p>The Board recognizes the role that qualified and competent support employees contribute to the effective operation of the programs of the district.</p> <p>The Board shall, by a majority vote of all members, approve the employment; set the compensation; and establish the term of employment for support employees employed by the district.</p> <p>An employee's misstatement of fact material to qualifications for employment or determination of salary shall constitute grounds for dismissal by the Board.</p> <p>The Board authorizes the use of support employees prior to Board approval when necessary to maintain continuity of the educational program and services. Retroactive employment shall be recommended to the Board at the next regular Board meeting.</p> <p>A candidate shall not be employed until s/he 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.</p> <p><u>Title I Paraprofessional Requirements</u></p> <p>All paraprofessionals providing instructional support in a program supported by Title I funds shall have a secondary school diploma or a recognized equivalent and one (1) of the following:</p> <ol style="list-style-type: none"> 1. Completed at least two (2) years of study at an institution of higher learning. 2. Obtained an Associate's or higher degree. 3. Met a rigorous standard of quality through a state or local assessment. <p>Title I paraprofessionals who solely coordinate parental involvement activities or act</p>
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<p>Title 22 Sec. 403.5 20 U.S.C. Sec. 6319, 7801</p>	<p>as translators are exempt from the Title 1 Requirements.</p> <p>The principal of a school providing Title I programs to students shall annually attest that paraprofessionals providing instructional support in such programs meet the qualifications required by state and federal law and regulations. The written certification shall be maintained in the district office and the school office and shall be available to the public, upon request.</p>
<p>Title 22 Sec. 14.105 Pol. 113</p>	<p><u>Special Education Paraprofessionals</u></p> <p>All instructional paraprofessionals hired on or after July 1, 2010, who work under the direction of a certificated staff member to support and assist in providing instructional programs and services to students with disabilities or eligible students shall have a secondary school diploma and one (1) of the following:</p> <ol style="list-style-type: none"> 1. Completed at least two (2) years of postsecondary study. 2. Obtained an Associate's or higher degree. 3. Met a rigorous standard of quality through a state or local assessment.
<p>Title 22 Sec. 14.105</p>	<p>Instructional paraprofessionals shall provide evidence of twenty (20) hours of staff development activities related to their assignment each year.</p>
<p>Title 22 Sec. 14.105</p>	<p><u>Personal Care Assistants</u></p> <p>A personal care assistant provides one-to-one support and assistance to a student, including support and assistance in the use of medical equipment.</p> <p>Personal care assistants shall provide evidence of twenty (20) hours of staff development activities related to their assignment each school year. The twenty (20) hours of training may include training required by the school-based access program.</p>
<p>2. Guidelines</p>	<p><u>Guidelines</u></p> <p>There shall be a position description written for each support staff position in the district. Each position description shall contain a brief introductory statement, a list of duties and responsibilities for the position and a list of special requirements needed, such as college degrees, coursework, training, certifications or licenses.</p> <p>Copies of all position descriptions shall be maintained in the administration office by the Director of Human Resources and/or his/her designee.</p>
	<p>References: School Code – 24 P.S. Sec. 108, 111, 406, 508</p>

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	<p>State Board of Education Regulations – 22 PA Code Sec. 8.1 et seq., 14.105, 403.2, 403.5</p> <p>Criminal History Record Information Act – 18 Pa. C.S.A. Sec. 9125</p> <p>Child Protective Services Law – 23 Pa. C.S.A. Sec. 6301 et seq.</p> <p>No Child Left Behind Act – 20 U.S.C. Sec. 6319, 7801</p> <p>Americans With Disabilities Act – 42 U.S.C. Sec. 12101 et seq.</p> <p>Board Policy – 000, 104, 113, 528</p>
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