

COUNCIL ROCK SCHOOL DISTRICT

SECTION: SUPPORT EMPLOYEES

TITLE: EMPLOYMENT OF
SUBSTITUTE AND SHORT-
TERM EMPLOYEES

ADOPTED: November 5, 1998

REVISED:

	<p>505. EMPLOYMENT OF SUBSTITUTE AND SHORT-TERM EMPLOYEES</p>
1. Purpose	<p>Qualified and competent substitute and short-term employees will be employed in accordance with these guidelines.</p>
2. Authority SC 406	<p>The Board will approve annually the names of potential substitute support personnel and the positions in which they may substitute, except that additional names may be added to the list of substitute personnel by the Board during the school year following the approval of such list.</p>
SC 406	<p>The Board shall approve the employment, fix the compensation and establish the period of employment for each short-term support employee.</p>
3. Guidelines	<p>Any employee's misstatement of fact, material to qualifications for employment or the determination of salary, shall be considered by this Board to constitute grounds for dismissal.</p>
SC 111 23 Pa. CSA 6301	<p>No candidate shall be employed until such candidate 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>
4. Delegation of Responsibility	<p>The Superintendent shall develop procedures for the recruitment, screening and recommendation of candidates for support employment.</p> <p>The administration may 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.</p>