



SECTION: EMPLOYEES

POLICY: 306

**TITLE: EMPLOYMENT OF
SUMMER SCHOOL TEACHERS**

ORIGINAL: December 18, 1984

CURRENT REVISION: December 13,
2021

**LAST REVIEWED BY THE
COMMITTEE:**

I. PURPOSE

The Board directs that qualified and competent professional and support employees be employed to provide the district's summer school program.

II. DEFINITIONS

None.

III. POLICY

- A. When a summer school program is authorized by the Board, the Board, by majority vote of all members, shall approve the employment; set the compensation; and establish the period of employment for each individual employed in the district summer school program.
- B. Approval shall normally be given to the candidates recommended by the responsible administrator and approved by the Superintendent.
- C. An employee's misstatement of fact material to qualifications for employment or determination of salary shall constitute grounds for dismissal by the Board.
- D. Pre-Employment Requirements
 - a. For any person not employed by the district, the district shall conduct an employment history review in compliance with state law prior to issuing an offer of employment to a candidate. Failure to accurately report required information shall subject the candidate to discipline up to, and including, denial of employment or termination if already hired, and may subject the candidate to civil and criminal penalties. The district may use the information for the purpose of evaluating an applicant's fitness to be hired or for continued employment and may report the information as permitted by law.
 - b. A candidate shall not be employed until the individual 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.
 - c. Each candidate shall report, on the designated form, arrests and convictions as specified on the form. Candidates shall likewise report arrests and/or convictions that occur subsequent to initially submitting the form. Failure to accurately report such arrests and

convictions may subject the individual to denial of employment, termination if already hired, and/or criminal prosecution.

- d. A candidate for employment in the district shall not receive a recommendation for employment without evidence of his/her certification when such certification is required.
- E. A summer school teacher, who is a regular professional employee of Wissahickon School District, shall be allotted a total of two (2) non-cumulative days for sick leave, death provision, and special needs in a given summer session.

IV. DELEGATION OF AUTHORITY

- A. The Superintendent or designee shall develop administrative guidelines or procedures to recruit, screen and recommend candidates for summer school employment. Only those candidates who are best qualified to perform the duties of the position, as determined by the administration, shall be recommended.
- B. Vacancies for summer school employment shall be made known to district personnel so that they may apply for such positions.
- C. Recommendations from former employers and others may be sought to assess the candidate's qualifications. Such recommendations and references shall be retained confidentially and for official use only.

V. REFERENCES

24 P.S. 406
24 P.S. 508
24 P.S. 1109
24 P.S. 1146
24 P.S. 1901
Pol. 124
24 P.S. 111.1
23 Pa. C.S.A. 6344
24 P.S. 111
22 PA Code 49.1 et seq
24 P.S. 1201
24 P.S. 2070.2
22 PA Code 8.1 et seq
23 Pa. C.S.A. 6301 et seq
24 P.S. 108
Pol. 104