

# FOX CHAPEL AREA SCHOOL DISTRICT

SECTION: EMPLOYEES

TITLE: EMPLOYMENT OF DISTRICT  
STAFF

ADOPTED: May 10, 2010

REVISED: February 9, 2015  
May 11, 2015

304. EMPLOYMENT OF DISTRICT STAFF	
<p>1. Authority</p> <p>SC 406, 508, 1089, 1106, 1107, 1142- 1152 Title 22 Sec. 4.4 Pol. 328</p>	<p>The Board places substantial responsibility for the effective management and operation of district schools and the quality of the educational program with its administrative, professional and support employees.</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 each administrative, professional and support employee employed by the district.</p> <p>Approval shall be given to the candidates for employment recommended by the Superintendent unless evidence is presented that clearly indicates the candidate is not qualified.</p>
<p>SC 1111</p>	<p>No teacher shall be employed who is related to any member of the Board, as defined in law, unless such teacher receives the affirmative vote of a majority of all members of the Board other than the member related to the applicant, who shall not vote.</p> <p>The Board authorizes the use of professional and 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>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>SC 1109, 1201 Title 22 Sec. 49.1 et seq</p>	<p>A candidate for employment in the district shall not receive a recommendation for employment without evidence of his/her certification from an accredited college/university when such certification is required.</p> <p>When a specific degree is required by the Board for a position, that degree must be from an accredited college/university.</p>



<p>SC 1109, 1201 Title 22 Sec. 49.1 et seq</p>	<p>Each certificated administrative and professional employee employed by the district shall be responsible for maintaining a valid certificate when such certificate is required by law.</p>
<p>Title 22 Sec. 403.2, 403.4 20 U.S.C. Sec. 6319, 7801</p>	<p><u>Title I Requirements</u></p> <p>All elementary, middle and secondary teachers employed by the district who teach core academic subjects shall be highly qualified, as defined by federal law and state regulations.</p>
<p>Title 22 Sec. 403.4, 403.5 20 U.S.C. Sec. 6319, 7801</p>	<p>The principal of a school providing Title I programs to students shall annually attest that professional staff teaching in such programs are highly qualified and paraprofessionals providing instructional support in such programs meet required qualification, in accordance with federal law and state regulations. The written certifications 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. 403.2, 403.5 20 U.S.C. Sec. 6319</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"> <li>1. At least two (2) years of study at an institution of higher learning.</li> <li>2. Associate's or higher degree.</li> </ol>
<p></p>	<p><u>Special Education Paraprofessionals</u></p> <p>All instructional paraprofessionals hired by the district, 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"> <li>1. At least two (2) years of postsecondary study.</li> <li>2. Associate's or higher degree.</li> </ol>
<p></p>	<p>Instructional paraprofessionals shall provide evidence of twenty (20) hours of staff development activities related to their assignment each school year.</p> <p><u>Personal Care Assistants</u></p>
<p></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>

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.

Educational Interpreters

An educational interpreter is an individual who provides students who are deaf or hard of hearing with interpreting or transliterating services in an educational setting. To serve as an educational interpreter, an individual shall meet the qualifications set forth in law and regulations.

References:

School Code – 24 P.S. Sec. 108, 111, **111.1**, 406, 508, 1089, 1106, 1107, 1109, 1109.2, 1111, 1142-1152, 1201, 1204.1

State Board of Education Regulations – 22 PA Code Sec. 4.4, 8.1 et seq., 14.105, 49.1 et seq., 403.2, 403.4, 403.5

**Educator Discipline Act – 24 P.S. Sec. 2070.2**

Criminal History Record Information Act – 18 Pa. C.S.A. Sec. 9125

Child Protective Services Law – 23 Pa. C.S.A. Sec. 6301 et seq.

No Child Left Behind Act – 20 U.S.C. Sec. 6319, 7801

Americans With Disabilities Act – 42 U.S.C. Sec. 12101 et seq.

Board Policy – 000, 104, 113, 328