

305. EMPLOYMENT OF SUBSTITUTES - Pg. 2

<p>SC 111 23 Pa. C.S.A. Sec. 6344</p>	<p>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.</p>
<p>SC 111, 111.1</p>	<p>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 to the individual to denial of employment, termination if already hired, and/or criminal prosecution.</p>
<p>SC 1109, 1201 24 P.S. Sec. 2070.2 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 when such certification is required.</p>
<p>SC 1148</p>	<p><u>Compensation</u></p> <p>Substitutes shall be paid on a per diem basis at a rate set periodically by the Board for the various classes of employees.</p>
<p>2. Delegation of Responsibility</p>	<p>The Superintendent or designee shall develop administrative regulations regarding employment of substitutes.</p> <p>The administration may seek recommendations from former employers and others to assess the candidate's qualifications. Such recommendations and references shall be retained confidentially and for official use only.</p> <p>The Superintendent or designee shall recommend retention on the Board's approved substitute list only for those substitutes who have satisfactorily performed their duties.</p> <p>The Superintendent or designee shall prepare a written statement for all approved substitutes informing them of their pay rate, employee status, work schedule, and other matters that enable them to perform their duties to the best of their ability. A copy of this statement shall be placed in the employee's personnel file.</p>

References:

School Code – 24 P.S. Sec. 108, 111, 111.1, 406, 1101, 1106, 1109, 1148, 1201

State Board of Education Regulations – 22 PA Code Sec. 8.1 et seq., 49.1 et seq.

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

Educator Discipline Act 24 P.S. Sec. 2070.2

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