

REVISÉD:

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<p>2. Delegation of Responsibility</p> Pol. 104	<p>Recommendations for a new or additional position shall include:</p> <ol style="list-style-type: none"> 1. Job description clearly stating the duties for which the position was created. 2. Title that conforms with the appropriate certificate if certification is required. 3. Supporting data and other rationale relevant to the recommendation. <p>The Board may, through the Superintendent, seek the advice of administrative staff when creating a new position or increasing the number of employees in existing positions.</p> <p>The Superintendent or designee shall be responsible to maintain a comprehensive and up-to-date job description for all positions in the district. Job descriptions shall be prepared in accordance with relevant federal and state laws and regulations.</p> References: School Code – 24 P.S. Sec. 1001, 1075, 1106, 1107 State Board of Education Regulations – 22 PA Code Sec. 4.4 Board Policy – 104, 328
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