

REVISÉ:

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304.2. EMPLOYMENT OF CLASSIFIED STAFF - Pg. 2

<p>42 U.S.C. Sec. 12112</p> <p>3. Guidelines</p> <p>Title 22 Sec. 403.2, 403.5 20 U.S.C. Sec. 6319</p>	<p>The Superintendent or designee may apply necessary screening procedures to determine a candidate's ability to perform the job functions of the position for which a candidate is being considered.</p> <p>The Superintendent or designee shall seek recommendations from former employers and others in assessing the candidate's qualifications. Recommendations and references shall be retained confidentially and for official use only.</p> <p>A standard application form for employment, along with individual letters of application with personal resumes, shall be completed by all persons interested in becoming a candidate for a classified position. Applications may be secured from all of the administrative offices within the district.</p> <p>Interviewing and screening will be done by the immediate supervisor of the position to be filled, and candidates will be recommended to the Superintendent for selection. Candidates will be presented to the Board for final approval.</p> <p>Candidates for employment shall not be interviewed or selected by an employee or representative of the district who is a member of the same household or immediate family. In cases where this limitation would preclude a functional interview committee, the Superintendent shall appoint additional members from the staff or community as necessary.</p> <p><u>Title I Requirements</u></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> <li>3. Evidence of meeting a rigorous standard of quality through a state or local assessment.</li> </ol> <p>Title I paraprofessionals who solely coordinate parental involvement activities or act as translators are exempt from the above qualifications.</p>
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<p>Title 22 Sec. 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 paraprofessionals providing instructional support in such programs meet required qualification, in accordance with federal law and state regulations. The written certification shall be maintained in the district office and the school office and shall be available to the public, upon request.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 108, 111, 406, 508</p> <p>State Board of Education Regulations – 22 PA Code Sec. 8.1 et seq., 403.2, 403.5</p> <p>Criminal History Record Information Act – 18 Pa. C.S.A. Sec. 9125</p> <p>Child Protective Services Law – 23 Pa. C.S.A. Sec. 6301 et seq.</p> <p>No Child Left Behind Act – 20 U.S.C. Sec. 6319, 7801</p> <p>Americans With Disabilities Act – 42 U.S.C. Sec. 12101 et seq.</p> <p>Board Policy – 000, 104, 328</p>
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