

GREATER JOHNSTOWN CAREER & TECHNOLOGY CENTER

SECTION: EMPLOYEES

TITLE: EMPLOYMENT OF CENTER
STAFF

ADOPTED: January 22, 2008

REVISED:

304. EMPLOYMENT OF CENTER STAFF	
1. Authority	<p>The Joint Operating Committee places substantial responsibility for the effective management and operation of the center and the quality of the educational program with its administrative, professional and support employees.</p>
SC 1850.1 Title 22 Sec. 4.4	<p>The Joint Operating Committee 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 center.</p> <p>Approval shall normally be given to the candidates for employment recommended by the Administrative Director.</p>
SC 1111	<p>No teacher shall be employed who is related to any member of the Joint Operating Committee, as defined in statute, unless such teacher receives the affirmative vote of a majority of all members of the Joint Operating Committee other than the member related to the applicant, who shall not vote.</p> <p>The Joint Operating Committee authorizes the use of professional and support employees prior to Joint Operating Committee approval when necessary to maintain continuity of the educational program and services. Retroactive employment shall be recommended to the Joint Operating Committee at the next regular Joint Operating Committee 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 Joint Operating Committee.</p>
SC1840 Title 22 Sec. 49.161	<p>A candidate for employment in the center shall not receive a recommendation for employment without evidence of his/her certification when such certification is required.</p>

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<p>SC 111 Title 22 Sec. 8.1 et seq 23 Pa. C.S.A. Sec. 6301 et seq</p>	<p>A candidate shall not be employed until s/he has complied with the mandatory background check requirements for criminal history and child abuse and the center has evaluated the results of that screening process.</p>
<p>SC 1204.1</p>	<p>The center shall use the Standard Application for Teaching Positions but may establish and implement additional application requirements for professional employees.</p>
<p>2. Delegation of Responsibility 20 U.S.C. Sec. 1681 et seq 42 U.S.C. Sec. 2000e et seq Pol. 104</p>	<p>The Administrative Director or designee shall develop administrative regulations for recruiting, screening, and recommending candidates for employment, in accordance with Joint Operating Committee policy and state and federal laws and regulations.</p>
<p>42 U.S.C. Sec. 12101 et seq</p>	<p>Staff vacancies that represent opportunities for professional advancement or diversification shall be made known to school personnel so they may apply for such positions.</p>
<p>42 U.S.C. Sec. 12101 et seq</p>	<p>The Administrative Director 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>42 U.S.C. Sec. 12101 et seq</p>	<p>The Administrative Director 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>SC 1109, 1201, 1850.1 Title 22 Sec. 49.131 - 49.143, 49.161, 49.163</p>	<p>Each certificated administrative and professional employee employed by the center shall be responsible for maintaining a valid certificate when such certificate is required by law.</p>

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References:

School Code – 24 P.S. Sec. 111, 1109, 1201, 1204.1, 1804, 1850.1

State Board of Education Regulations – 22 PA Code, Sec. 4.4, 8.1 et seq., 49.131-49.143, 49.161, 49.163

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

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

Federal Anti-Discrimination and Civil Rights Laws –

20 U.S.C. Sec. 1681 et seq. (Title IX)

42 U.S.C. Sec. 2000e et seq. (Title VII)

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

Joint Operating Committee Policy – 104