

**MONTGOMERY
COUNTY
INTERMEDIATE
UNIT #23**

SECTION: EMPLOYEES

TITLE: EMPLOYMENT OF INTERMEDIATE
UNIT STAFF

ADOPTED: MAY 26, 2010

REVISED:

304. EMPLOYMENT OF INTERMEDIATE UNIT STAFF	
1. Authority	The Board places the substantial responsibility for the effective management and operation of the Intermediate Unit and the quality of the Intermediate Unit’s educational programs and support services with its administrative, professional and support employees.
SC 508, 963, 964, 1089 Title 22 Sec. 4.4 Pol. 328	The Board shall, by a majority vote of all members, approve the employment; set the compensation; and establish the term of employment as needed for employee employed by the Intermediate Unit.
SC 963, 964, 965	Board approval of administrative, professional and support employees shall normally be given to the candidates for employment appointed or recommended by the Executive Director.
SC 1111	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. The Board authorizes the use of administrative, professional and support employees prior to Board approval when necessary to maintain continuity of the educational program and support services in the Intermediate Unit. Retroactive approval shall be recommended to the Board at the next regular meeting. An employee’s misstatement of fact material to qualifications for employment or determination of salary may constitute grounds for dismissal by the Board.
SC 111 Title 22 Sec. 8.1 et seq 23 Pa. C.S.A. Sec. 6301 et seq	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 Intermediate Unit has evaluated the results of that screening process.

<p>SC 1204.1</p> <p>2. Delegation of Responsibility Pol. 104</p>	<p>The Intermediate Unit shall use the Standard Application for Teaching Positions but may establish and implement additional application requirements for professional employees.</p> <p>The Executive Director or designee shall develop administration regulations for recruiting, screening, and recommending candidates for employment, in accordance with Board policy and state and federal laws and regulations.</p> <p>The Executive 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>Pol.313</p>	<p><u>Nepotism</u></p> <p>An Intermediate Unit employee will not be directly supervised, rated or evaluated by a close relative.</p> <p>For the purpose of this policy, close relative will be defined as an employee’s spouse; the mother, father, aunt, uncle, grandmother, grandfather, or grandchild of the employee or employee’s spouse; or the son, son-in-law, daughter, daughter-in-law, stepchild, brother or sister of the employee or employee’s spouse.</p> <p>*The Executive Director or designee has the responsibility to resolve all issues related to nepotism.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 108, 111, 508, 963, 964, 965, 1089, 1109, 1111,1142-1152, 1201, 1204.1</p> <p>State Board of Education Regulations – 22 PA Code Sec. 4.4, 8.1 et seq., 49.1 et seq., 403.2, 403.4, 403.5</p> <p>Criminal History Record Information Act – 18 Pa. C.S.A. Sec. 9125</p> <p>Child Protective Services Law – 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, 313, 328</p>