



**NORTH ALLEGHENY
SCHOOL DISTRICT**

SECTION:	CLASSIFIED, CONFIDENTIAL, AND PARAPROFESSIONAL EMPLOYEES
TITLE:	EMPLOYMENT OF SUBSTITUTES AND SHORT-TERM EMPLOYEES
ADOPTED:	03/27/2019
REVISED:	

505 – EMPLOYMENT OF SUBSTITUTES AND SHORT-TERM EMPLOYEES

Section 1. Authority

Classified, Confidential, and Paraprofessional employee substitutes, when necessary, shall be chosen from an official list kept in the Human Resources Office, as previously approved by the Board.

- a. Qualifications for all candidates shall be kept current.
- b. Records of physical examinations and mandatory background check requirements for Pennsylvania State Police Clearance, PA Child Abuse History Clearance, and Federal Bureau of Investigation report, and Act 168 shall be kept on file in the Human Resources Office.

References:

School Code – 24 P.S. Sec. 11, 1418
 Criminal History Record Information Act – 18 Pa. C.S.A. Sec. 9125
 Child Protective Services Law – 23 Pa. C.S.A. Sec. 6301 et seq.

Replaces Policy:

5500

SC 111, 1418, 1418(b)
 23 Pa. C.S.A. 6301 et seq.
 Sec. 8.1 et seq.