

P4013 SUMMER SCHOOL STAFFING

BOARD POLICY:

Employment in summer school programs shall be considered temporary in nature and will be determined annually, consistent with the needs of each individual summer program, as program needs are known. Human Resources is directly responsible for the staffing of all summer school programs; only those employment offers made through human resources will be honored. Summer employees shall be paid in accordance with their assigned position, unless otherwise determined by a negotiated agreement.

Administrative Implemental Procedures:

1. Human Resources will advertise temporary summer vacancies and shall be open to all internally qualified employees throughout the district.
2. Except for worker's compensation and district-provided insurance, temporary leave will neither be accrued nor permitted to be used when teaching in temporary summer school programs.
3. Teachers who will be absent from their summer school assignment must make arrangements for their absence in the manner prescribed by the administrator of the program in which they are teaching.
4. Payment for employment in a temporary summer school program shall be made through normal payroll procedure.

Administrative Responsibility: Human Resources

Latest Revision Date: January 2020

Previous Revision Date: July 1994 P4013