

STAFF POSITIONS

The Board of Education will provide and maintain qualified and certified administrative, instructional and support staff positions to carry out the educational programs of the district.

In each case, the Board will approve the purpose and function of the position in accordance with state laws and regulations, approve a statement of job requirements as recommended by the Superintendent of Schools and delegate to the Superintendent of Schools the task of writing or causing to be written, a job description for the position, subject to Board approval.

The superintendent of schools will maintain a comprehensive, coordinated set of job descriptions, which set forth clear-cut responsibilities for all positions.

In the case of administrative positions, the Board shall establish, by resolution, working conditions and benefits for all persons serving in these 12-month positions.

In the case of support positions, employment shall be continuous and extend from year to year except:

1. when the support staff employee's appointment by the Board is specifically limited, or
2. when the support staff person's employment is specifically terminated by the Board of Education

In the case of classified positions, the Superintendent shall refer all proposals for the creation or reclassification of these positions and a statement of the duties for these positions to the municipal civil service commission having jurisdiction for such classification. Classified position categories maintained in the district include competitive, non-competitive, labor, and exempted.

Ref: Civil Service Law §§35; 42-44
New York State Constitution, Article V, §6

ADOPTED: May 7, 1997