

The Board of Education recognizes that there may be instances in which it is necessary, upon the recommendation of the Superintendent of Schools, for the Board to make a conditional appointment or an emergency conditional appointment of a prospective employee. The Board adopts the following policy to provide for the safety of students who have contact with an employee holding a conditional appointment or an emergency conditional appointment.

No School District employee who holds a conditional appointment or emergency conditional appointment shall be in contact with students, either in groups or individually, other than to provide the specific instruction or other services for which the employee was hired, and only when accompanied by an employee who does not hold a conditional appointment.

No School District employee who holds a conditional or emergency conditional appointment shall teach a class or provide services to students with his/her classroom or office door closed at any time when students are present in the classroom, only when accompanied by another teacher or administrator who does not hold conditional appointment. Under no circumstances will an employee who holds a conditional or emergency conditional appointment be left alone with a student.

The Building Principal or his/her designee shall provide heightened administrative supervision of such employees during the period of their conditional or emergency conditional appointment including, for example, unannounced classroom visits; touring the hallways; or any other activities the Building Principal determines to be appropriate.

In addition, the Superintendent of Schools or his/her designee will make all personnel, including conditional and emergency conditional appointed employees become aware of and receive training regarding the prohibition against child abuse in an educational setting and of their responsibility for reporting any abuse.. All conditionally appointed and emergency conditionally appointed employees will receive this training at the time of their initial contingency appointment.

For purposes of this policy, the terms "conditional appointment" and "emergency conditional appointment" shall refer to any employee holding a conditional or emergency conditional appointment, as defined in Section 1709 of the Education Law. Failure to comply with this policy will result in appropriate disciplinary action.

Cross-ref:

Ref: Education Law § 1709  
8 NYCRR §§100.2(hh); Part 87

Adoption date: July 9, 2007  
Revised: December 13, 2017  
Revised: November 20, 2019