

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. Such appointments will be made in accordance with the applicable provisions of the Education Law and Commissioner's regulations. To provide for the safety of students who have contact with an employee holding a conditional appointment or an emergency appointment, the Board adopts the following policy.

No School District employee who holds a conditional 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 unless the Building Principal has provided express prior permission to do otherwise. Such permission may be appropriate, for example, during music class, band practice, and/or testing procedures. In no event shall such employee be left alone with an individual student.

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

In addition, the School District will ensure that all personnel, including conditional and emergency conditional appointed employees are aware of and receive training regarding the prohibition against child abuse in an educational setting and of their responsibility for reporting any such 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.

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

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