

HUMAN RESOURCES

Terms and Conditions of Employment

Authorization for Employment--Temporary Personnel

This policy supersedes Policy 4310.2

I. PURPOSE

To authorize the assistant superintendent, Department of Human Resources, or his or her designee, to recruit, select, and employ personnel to fill certain temporary vacancies and short-term program needs.

II. SUMMARY OF CHANGES SINCE LAST PUBLICATION

- A. Section III deletes information regarding sick leave benefits.
- B. Section V clarifies employment requirements for temporary employees.

III. DEFINITIONS

The definition of temporary personnel shall be established by regulation.

IV. NOTIFICATION TO EMPLOYEES

The assistant superintendent, Department of Human Resources, or his or her designee, shall be responsible to notify all temporary employees of their employment status as defined above prior to employment.

V. EMPLOYMENT REQUIREMENTS

Temporary employees shall be subject to the same employment requirements that are required for regular Fairfax County Public Schools employees, including, but not limited to, Employment Eligibility Verification form I-9, fingerprinting, a name search of the Child Abuse/Neglect Central Registry, and tuberculin testing.

Policy
adopted: July 1, 1986
Revised: April 30, 1992
Revised: May 23, 1996
Reviewed
and corrected: July 29, 2008