

SOUTHERN LEHIGH SCHOOL DISTRICT

SECTION: CLASSIFIED EMPLOYEES

TITLE: STUDENT CLASSIFIED
INTERNS

ADOPTED: August 27, 2012

REVISED:

507. STUDENT CLASSIFIED INTERNS	
1. Purpose	The Board encourages cooperation with PDE-accredited colleges and universities within the Commonwealth, as well as Commonwealth Bureaus and Agencies, in the training of classified student interns.
2. Authority	The Board establishes that District may accept and provide unpaid opportunities to classified student interns from PDE-accredited institutions and other public agencies to acquire educationally required experience in the position/duties of a classified employee to complete coursework in a program or course of study. Examples of classified internship opportunities may include duties in the business office, athletic department, or clerical opportunities in one building or District-wide.
3. Delegation of Responsibility	<p>The Superintendent or his/her designee shall be responsible to approve unpaid student classified interns for the District.</p> <p>Recommendations for approval of unpaid student classified interns shall be made to the Superintendent by the appropriate administrator.</p> <p>The Superintendent or his/her designee shall determine the number of unpaid student classified interns that shall be placed in any /all buildings at any one time. Care shall be taken to see that no building staff or administrative team is overburdened.</p>
4. Guidelines Title 28 Sec. 23.43 SC 1418 Pol. 414	Unpaid student classified interns shall comply with the tuberculosis examination and clearance requirements, including declarations pursuant to Act 24, of the Commonwealth applicable to employed personnel prior to their appearance in the workplace as interns.