

*Supervision of Conditionally Appointed Employees*

In accordance with law, all employees of the District hired on or after July 1, 2001 must receive clearance from the New York State Education Department prior to commencing employment in the District. Clearance is based upon the New York State Division of Criminal Justice Services reviewing and reporting on the criminal background to the State Education Department and the same process being implemented by the Federal Bureau of Investigation. Conditionally cleared employees are those that have been cleared by the State system but have not yet been cleared by the Federal system.

Emergency conditional clearance is based upon an unforeseen emergency vacancy that occurs less than ten (10) business days before the start of any school session or mid-session when there is insufficient notice to allow for clearance or conditional clearance or, where the District has made good faith efforts to fill such vacancy in a manner that would have allowed sufficient time for clearance or conditional clearance of a prospective employee and the District has been unable to secure such clearance.

It is the policy of this District to exercise heightened administrative supervision at the building level over conditionally cleared prospective employees and emergency conditionally cleared prospective employees until full clearance is reported by the Commissioner of Education.