

SUMMER SCHOOL EMPLOYMENT

The procedures for hiring personnel for summer school are as follows:

1. Teachers must be certified in the areas for which they apply in summer school.
2. Teachers must have a minimum of one (1) year of successful teaching experience in the Lafayette Parish Public Schools as documented by the observations and evaluations on file in the Human Resource Division. Teachers will have received successful performances on past evaluations within the last three (3) years.
3. Preference in selection will be given to teachers whose current teaching assignment is at the specific grade level (elementary), or no more than one (1) grade level up or down, or subject area (middle or high) for which they are employed in the summer school.
4. Should there be no applicants at the specific grade level or discipline needed, the Human Resources Division will search for the most qualified to fill the position, in or out of the parish. Consideration will be given to Lafayette Parish retirees, who are currently teaching, if no qualified teacher can be found.
5. Schools will be notified of position openings. A notice will be sent, through the Lafayette Parish School System courier, to each school announcing the Summer School Program, time-lines and the application process.
6. Applications will be available in the Human Resources Division. Criteria for selection of teachers will be in the application packet.
7. Applications will be reviewed by the Human Resources Division to determine that certification criteria and qualifying standards are met. A detailed list shall be maintained in the Human Resources Division.
8. If there is more than one (1) application in an area, preference may be given to a teacher with successful summer school performance and overall teaching experience. Overall racial balance will be considered for summer school employment.
9. The actual number of teachers needed for the Summer School Program will not be known until registration is complete. Selected candidates will be notified by the Human Resources Division.

Adopted: 2/5/97

Revised: 2/6/02

Lafayette Parish Public Schools, Louisiana