

EMPLOYMENT OF STUDENTS

The Board of Education recognizes that its first priority is to provide an effective program of instruction for all students. This responsibility has been brought into focus by the complex curriculum changes mandated by the New York State Regents Action Plan. Having adopted the nine period schedule in order to accommodate these more stringent academic requirements, the Board believes that our students must normally use all available class time to ensure that they will obtain those intellectual and social skills necessary to meet diploma requirements and to pursue long-range career goals.

Therefore, except for the circumstances noted below, it is the policy of the district that no student shall be released for outside employment or work at any time during the school day.

This policy may be waived only under the following circumstances:

1. work/study programs (including students attending BOCES) approved by the Board; or
2. extreme hardship cases determined by the Superintendent of Schools by virtue of the authority delegated to that officer by the Board.

Such exceptions must be consistent with federal and state laws and regulations. They may not conflict with the student's educational needs and diploma requirements. Finally, the district must receive and formally approve a written request from the student's parents or guardians, or from the student (if he/she has reached the age of 18) before the commencement of outside employment.

Responsibility for such decisions ultimately rests with the Board based upon the best interests of the student. The Board recognizes however, that any requests for exceptions must be determined on an individual basis and that administrative discretion must be exercised in such cases. Therefore, authority is delegated to the Superintendent to make such determinations in consultation with the building administrator and other members of the district staff. Furthermore, the Superintendent shall adopt such administrative procedures as are necessary to ensure the uniform and consistent implementation of this policy.

This policy and any administrative procedures adopted shall be distributed to all students, parents and guardians who are affected by these requirements.

Cross-ref: 8410-R, Student Transportation Regulation

Ref: Education Law §§3205; 3210; 3215; 3215-a
8 NYCRR Part 175(a)(3)

Adoption date: June 21, 1993

EMPLOYMENT OF STUDENTS REGULATION

The following procedure will be used with respect to the implementation of the student employment policy.

1. A team of school officials consisting of the following professional titles will review and determine whether a student is eligible to be released or late for school due to outside employment during the school day within the intent, the spirit and letter, of the Board policy:
 - Superintendent of Schools
 - Senior High School Principal
 - Director of Guidance and Pupil Personnel

2. The school day shall for purposes of implementing this policy shall mean 8:15 a.m. to 2:53 p.m.

3. A student interested in making application under provisions of the work release policy may obtain the proper form from the Senior High School Principal's office. The forms will include the following information:
 - name of student
 - legal address of student
 - age of student
 - grade level of student
 - expected date of graduation
 - reason for requesting release from school
(only hardship cases will be considered)
 - parental permission
 - employer name
 - proposed work schedule (days of week and
hours to be worked)

No application is required for school sponsored, school approved work study/experience programs including BOCES.

Unauthorized absences are illegal absences as defined by Education Law and the Regulations of the Commissioner.

The work release privilege is subject to regular review at any time by school officials and may be rescinded when it is felt that the hardship no longer exists.

Adoption date: June 21, 1993

EMPLOYMENT OF STUDENTS EXHIBIT

Work Release Application

Name of Student _____ Grade Level _____

Address _____

Expected Date of Graduation _____

Dates of Requested Release - From: _____ To: _____

Reason for Requesting Work Release:

Parent/Guardian Signature _____

Name of Employer _____

Address _____ Phone _____

Work Schedule:

Days of Week _____

Hours to be Worked _____

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