

## **Professional Personnel**

### **Request to Employ Certificated Staff – User Fee Basis**

A SASED member district Superintendent of Schools may submit a written request to the Executive Director that the Board of Control employ certificated staff on a full-time or part-time basis to provide special education or related services to one or more students in the member district. Such request shall specify that the employment be for a period not less than the remainder of the school term or the next full school term. The Executive Director, in his/her discretion, may recommend that the Board of Control approve the request.

### **Term of Employment / Continuation of Employment**

By March 1 of a school term, the SASED member district Superintendent of Schools may submit a written request to the Executive Director that employment continue for a second school term. Such request shall specify that the employment be for a period not less than the next full school term. If approved by the Board of Control, continued employment shall be for a period not less than the full succeeding school term. The SASED Board of Control shall terminate such employment at the end of the first school term of employment unless a written request to continue is received by March 1.

### **Member District Financial Responsibility**

As a condition of the Board of Control's employment of the certificated employee, the member district shall be responsible to pay the Board of Control for the actual costs attributable to such employment, including but not limited to the employee's salary, Teacher Retirement System, Teacher Health Insurance Security Fund, Medicare, health insurance and other benefits, and the customary administrative costs, if any that SASED allocates to SASED program employees and SASED program employee supervision.

### **Employment by Member District**

SASED member districts are encouraged to employ the certificated staff necessary to provide special education and related services to member district students receiving services within their district of residence. In no event shall the Board of Control approve the employment of a certificated employee for a member district for more than two consecutive school terms.

LEGAL REF.: 105 ILCS 5/24-11  
105 ILCS 5/14-9.01

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