

**WARREN COUNTY SCHOOL DISTRICT  
WARREN, PENNSYLVANIA**

**POSITION REQUEST**

**ITEM 1: PERSONNEL REQUISITION**

**DATE:** June 21, 2010

**Budget Year:** SY 2010-2011

**Budget Code:** IDEA Funding 01-1290-000-00-00-112/190

**Contingency Budget:**

**Position Title:** Central Attendance Area Aide

**# Hours per day:** 7  
**From:** TBA **To:**

**Assigned School for the Year:** Assigned to WAHS LSS

**Salary (check one):**

- ☐ \$ \_\_\_\_\_
- ☐ Commensurate with qualifications and experience
- ☒ Per contract or salary plan

**Type of Employment (check all that apply):**

- |                                               |                                       |                                                           |
|-----------------------------------------------|---------------------------------------|-----------------------------------------------------------|
| <input checked="" type="checkbox"/> Permanent | <input type="checkbox"/> Temporary    | <input checked="" type="checkbox"/> Supplemental Contract |
| <input type="checkbox"/> Administrative       | <input type="checkbox"/> Certificated | <input type="checkbox"/> Support                          |

**Reason (check applicable reason):**

- ☒ New Position ☐ Increased workload (temporary only)

**Justification: Why do you need this position filled? (Please be specific)**

1. To address the needs, both significant medical and physical/academic needs of a returning student from BOCES.

2. While at BOCES, this student was provided the services of a full-time aide paid for out of IDEA funds.

3.

4.

---

**ITEM 2: REQUEST FOR ADVERTISING**

Date position is to start: SY 2010-2011

**Journals and newspapers: Post as well on website & in schools**

- ☒ Warren Times Observer      ☐ Jamestown Post Journal      ☐ Erie Times  
☐ Pittsburgh Post Gazette      ☐ PA State Colleges  
☐ Other  
☐ Professional Journals (Please provide title, exact address, phone number & fax number)
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

---

**ITEM 3: QUALIFICATIONS** (Specify required or preferred education, skills and experience as appropriate. Attach a copy of the job description for the position which lists job classifications, starting and ending dates of position and the exact number of hours and times to be worked.)

\*High School Education \* Must pass Math, Reading & Special Education Tests prior to employment

---

**ITEM 4: MEMBERSHIP OF THE SEARCH COMMITTEE** (Designate Chair)

Mark Nelson, Chair

Special Education Teacher

Administrator from WAHS

---

**ITEM 5: CRITERIA TO BE USED IN JUDGING CANDIDATES**

**REQUESTED BY:**

\_\_\_\_\_  
Administrator Signature

\_\_\_\_\_  
Date

**APPROVED BY:**

One Martin 6/21/10  
Director Signature

\_\_\_\_\_  
Date

Robert E. Jurrill  
Superintendent Signature

\_\_\_\_\_  
Date