

# Kingsport City Schools

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <b>Adjunct Instructors and Service Contractors</b>	Descriptor Code: <b>5.705</b>	Issued Date: <b>02/03/11</b>
		Rescinds:	Issued:

1 In general, the Kingsport City Schools shall plan, organize and staff those positions that are required for  
2 establishing and conducting the instructional and support programs necessary to meet the educational  
3 goals established by the Board of Education. When additional professional and technical services are  
4 needed, the system may enter into contracts for the provision of these services. The contracting of such  
5 services must follow all applicable budgetary, legal and procedural guidelines.  
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7 Additional student-safety guidelines shall apply for contracts with individuals working with students.  
8 Guidelines similar to those for the actual employment of individuals shall be followed when the Kings-  
9 port City School System enters into a contract with an individual for on-going, student-related services.  
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11 Any person hired/paid by a student organization, internal organization or school-related organization to  
12 work with students must be contracted for services by the organization. These persons are not Kings-  
13 port City School employees. Such instructors (adjunct instructors) must adhere to similar standards of  
14 employment as regular employees of the system.  
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16 Adjunct instructors are expected to exercise effective management skills to provide a safe and effective  
17 learning environment for the students under their supervision. Disciplinary decisions, however, are to  
18 remain under the authority of the applicable licensed employee(s) of the school system.  
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20 In all situations of contracted services, appropriate Internal Revenue Service reporting requirements  
21 shall be met.  
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33 Legal Reference:  
34 TCA 49-2-301  
35 PC 587

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33 Cross Reference:  
34 School Support Organizations 2.404  
35 Student Activity Funds Management 2.900  
36 Fund-Raising 6.701  
37 Student Organizations 6.702