

CERTIFICATED STAFF HIRING

Through its employment policies, the Board will attempt to attract, secure and retain the most highly qualified personnel for all professional positions.

The Superintendent or his/her designee will determine the personnel needs of the District and will recommend suitable candidates for employment to the Board. Through recruiting and evaluation procedures, the Superintendent will recruit and recommend to the Board the employment and retention of personnel.

It will be the duty of the Superintendent to see that persons nominated for employment in the schools meet all certification requirements and the requirements of the Board for the type of position for which the nomination is made.

The following guidelines will be used in the selection of personnel:

1. There will be no discrimination in the hiring process.
2. The quality of instruction is enhanced by a staff with widely varied backgrounds, educational preparation and previous experience. Concerted efforts will be made to maintain a diversity in the staff.
3. Interviewing and selection procedures will assure that the administrator who is directly responsible for the work of a staff member has an opportunity to aid in the selection process; however, the final recommendation to the Board will be made by the Superintendent.
4. No candidate will be hired without a personal interview and a criminal record check. References will be carefully checked.
5. All candidates will be considered on the basis of their merits, qualifications and the needs of the District. In each instance, the Superintendent and others having a role in the selection process will seek to recommend the best qualified applicant for the job.

While the Board may accept or reject a nomination, an appointment will be valid only if made with the recommendation of the Superintendent. In the case of a rejection, it is the duty of the Superintendent to make another nomination.

[Adoption date: September 25, 1995]

LEGAL REFS.: ORC 3313.53
3319.02; 3319.07; 3319.11; 3319.21; 3319.22 -- 3319.31
3323.06

OAC 3301-35-03(A)

CROSS REFS.: AC, Nondiscrimination
GBA, Equal Opportunity Employment