

BROOKLIN SCHOOL COMMITTEE

NEPN/NSBA: GCFB

POLICY NUMBER: 7.02

Adopted: 12/14/21

Revised: 10/11/22

RECRUITING AND HIRING OF ADMINISTRATIVE STAFF

1. In response to “An Act to Promote Equity of Opportunity for Women in Administrative Positions in the Public School System” (PL 1990, Chap. 889), the School Committee affirms its commitment to the strict prohibition of discrimination in employment on the basis of race, national origin, religion, sex, ancestry, color, sexual orientation, age, disability or familial status and to the principle of affirmative action to obtain wide and representative candidate pools.
2. In accordance with 20-A MRSA, § 1001.13, the Superintendent shall prepare a procedure designed to ensure nondiscriminatory practice in recruitment and hiring for all positions requiring administrator certification, as well as to result in selection of the most qualified candidates. This administrative procedure shall be attached to this policy.
3. Moreover, upon each occasion of administrative vacancy, the Superintendent shall review the procedure and make appropriate adaptations as may be warranted by special circumstances. In the case of a vacancy in the Superintendency, the School Committee shall review the procedure, adapting as appropriate.
4. In accordance with 20-A MRSA, § 4502.4-A, the unit’s Affirmative Action Plan shall include: a description of the status of the unit’s nondiscriminatory administrator hiring practice; plans for in-service training programs on gender equity for teachers, administrators and the School Committee; and the relationship of the above to the State’s five-year goal for the employment of women in administrative positions.

Legal Reference: 5 MRSA § 4576

20-A MRSA §§ 6, 254.8-10, 256.1, 7, 1001.13, 4502.4A, 13011.6, 13019-A.1D, 13019 B.1C

Cross Reference: Policy #1.07 (NEPN/NSBA Code: AC)- School Nondiscrimination, Equal Opportunity and Affirmative Action

Policy #7.03 (NEPN/NSBA Code:)- Co-Curricular Hiring Process

Policy #7.02 (NEPN/NSBA Code: GCFB)- Recruiting and Hiring of Administrative Staff

Policy #7.01 (NEPN/NSBA Code: GCF)- Hiring Process