

CERTIFICATED EMPLOYEE QUALIFICATIONS, RECRUITMENT, SELECTION

Persons interested in a certified position, other than administrative positions which will be employed in accordance with board policies in Series 300, "Administration," shall have an opportunity to apply and qualify for certified positions in the school district without regard to age, race, color, creed, sex, national origin, religion or disability. Job applicants for certified positions shall be considered on the basis of the following:

- Training, experience, and skill;
- Nature of occupation;
- Demonstrated competence; and
- Possession of, or ability to obtain, state certificate or license if required for the position.

Announcement of the position shall be in a manner which the superintendent believes will inform potential applicants about the position. Applications for employment may be obtained from and completed applications shall be returned to the school district administration office. Whenever possible, the preliminary screening of applicants shall be conducted by the administrator who will be directly supervising and overseeing the person being hired.

The board shall take action regarding employment of certificated applicants after receiving a recommendation from the superintendent. However, the superintendent shall have authority to employ a certificated employee on a temporary basis until a recommendation can be made and action can be taken by the board on the position.

The requirements stated in the Negotiated Contract between employees in that certified collective bargaining unit and the board regarding qualifications, recruitment, and selections of such employees shall be followed.

Legal reference: 29 U.S.C. 621-634 (1994)
42 U.S.C. 2000e et seq. (1994)
42 U.S.C. 12101 et seq. (1994)

Cross Reference: 402.01 Equal Employment Opportunity
411.01 Substitute Teachers
412.02 Support Staff Qualifications, Recruitment,

Selection

Adopted: December 13, 2010