

Seaside School District 10

Code: **GCD**
Adopted: 7/26/07

Professional Staff Hiring

Through its employment policies, the Board will endeavor to attract, secure, and hold the highest qualified personnel for all professional positions. The selection program will be based upon an alertness to candidates who will devote themselves to the education and welfare of the students attending the public schools.

It is the responsibility of the superintendent (and of persons to who he/she delegates this responsibility) to determine District personnel needs and to locate suitable candidates to recommend for employment by the Board. Through effective administrative procedures, the superintendent will attract and recommend to the Board the employment and retention of personnel who are motivated to do their best work and to be creative from their own inner resources.

It will be the duty of the superintendent to see that persons nominated for employment in the schools meet all certification requirements and Board requirements 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 due to age, sex, parental or marital status, religion, creed, race, color, handicap, national origin, or place of residence;
2. The quality of instruction is enhanced by a staff with a wide variation in background, method of educational preparation, and previous experience. Concerted efforts will be exerted to maintain a variation in the staff;
3. Interviewing and selection procedures will assure that the administrator to be directly responsible for the work of a staff member is offered an opportunity to aid in the selection; however, the final selection must be made or approved by the superintendent;
4. No candidate will be hired without a personal interview and reference check;
5. All candidates will be considered on the basis of their merits and qualifications and of District needs. In each instance, the superintendent and others playing a role in selection will seek to hire the best qualified person 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.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)