

REGIONAL SCHOOL UNIT No. 67

PROFESSIONAL STAFF HIRING

Through its employment policies, the R.S.U. No. 67 Board of Directors shall attempt to attract, secure and hold the highest qualified personnel for all professional positions. The selection program shall focus on identifying candidates who will devote themselves to the education and welfare of the children attending R.S.U. No. 67 public schools.

It is the responsibility of the Superintendent and of persons to whom he/she delegates this responsibility to determine the personnel needs of the school system and to locate suitable candidates to recommend to the Board for employment. Through effective administrative procedures, the Superintendent shall recruit 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 shall be the duty of the Superintendent or designee to see that persons nominated for employment in the schools shall meet all certification requirements, any state or federal requirements, and the requirements of the Board for the type of position for which the nomination is made.

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

- A. There shall be no illegal discrimination in the hiring process.
- B. Interviewing and selection procedures shall assure that an administrator has the opportunity to aid in the selection of any staff member who will work under his/her supervision.
- C. No candidate shall be hired without a personal interview.
- D. All candidates shall be considered on the basis of their merits, qualifications and the needs of R.S.U. No. 67. In each instance, the Superintendent and others playing a role in the selection shall seek to hire the best qualified person for the job.
- E. While the Board may accept or reject a nomination, an approval shall 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.

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Legal Reference: 20-A MRSA § 13201 et seq.

Cross Reference: AC - Nondiscrimination/Equal Opportunity and Affirmative
Action
GBJC - Retention of Application Materials
GCF-R – Professional Staff Hiring Procedures

Adopted: May 18, 2005

Reviewed: April 5, 2011