

PERSONNEL

Recruitment And Selection Of Staff

Vision:

Staff are recruited and selected to assure that students grow and meet their full potential in district programs. Staff are highly effective, and have the necessary skills and experience to meet the learning needs of all students. The district works with teacher preparation programs, communicating the teaching skills, competencies, and experiences it considers of primary importance in its staff, and providing field experiences designed to train teachers to be able to improve student learning. Decisions about hiring, assigning or transferring staff are based on maximizing the effectiveness of that staff member within the district's programs.

Structure:

Staff positions are established by the board to provide the district's comprehensive program of education. New positions are established by the board as needed. The superintendent establishes the necessary skills, competencies, qualifications, education, experience, and past performance levels for each position, as it relates to the district's comprehensive program of education, and the goal of continued improvement in student learning. Selection of staff is based on which candidate is the most qualified for the position, and is made pursuant to the district's standard screening, interview, and reference check process, and equity requirements.

Accountability:

Positions are created within budget parameters, and legal requirements. Part of the district's strategic and short-term planning processes analyze current and projected staffing requirements. The filling of individual positions is done with consideration to salary issues, budget parameters, and legal requirements. The superintendent regularly evaluates the effectiveness of the district's staff recruitment and selection processes, and reports the findings and recommendations from the evaluation to the board.

Advocacy:

The board and district regularly communicate to staff, professional associations, employee bargaining units, teacher and professional preparation programs in higher education, students, parents, and the larger community the district's commitment to hiring those people best prepared and able to improve student achievement.

Cross References:	Policy 5005	Employment: Disclosures, Certification Requirements, Assurances and Approval Substitute Employment
Legal References:	Policy 5610 RCW 28A.400.300 RCW 28A.405.210	Hiring and discharging employees – Leaves for employees – Seniority and leave benefits, retention upon transfers between schools Conditions and contracts of employment – Determination of probable cause for non-renewal of contracts – Notice – Opportunity for hearing

RCW 43.43.830	Background checks – Access to children or vulnerable persons
RCW 43.43.832	Background checks – Disclosure of child abuse
WAC 162-12	Pre-employment Inquiry Guide (Human Rights Commission)
AGO 62155.00 - No. 155	1961-62 Expenses of Applicants
P.L. 99-603	(IRCA) Immigration Reform and Control Act of 1986
Title 8 USC, Ch. 12 §1324a and §1324b	

Date: 4/14/80; 3/27/00; 4/28/03; 12/8/08.

PORT TOWNSEND SCHOOL DISTRICT NO. 50