

PERSONNEL

Recruitment, Selection, and Employment

District employees are a valuable resource for providing students with quality instruction in a supportive, personalized, collaborative learning environment. The district is committed to diversity, to providing a safe, secure, and positive learning environment, and to providing highly-qualified staff.

The board is legally responsible for hiring all employees. The superintendent is responsible for administering the recruitment, hiring, and employment process, consistent with state and federal law and the policies established by the board. All persons selected for employment shall be recommended to the board by the superintendent or designee. A person recommended for hire must receive an affirmative vote from a majority of a quorum of the board. In the event a position must be filled prior to board action, the superintendent or designee has the authority to hire a person on a conditional basis, who shall receive the same salary and benefits as a permanent employee in that position, until board action at the next regular meeting.

The board will establish budgetary parameters for staffing and supporting services, consistent with the needs and resources of the district. The superintendent or designee will establish the necessary skills, competencies, qualifications, education, experience, and past performance levels for each position. Selection of employees will be based on qualifications, and will be made according to the district's comprehensive hiring procedures. The district may assign and transfer employees based upon district needs and state and federal requirements.

Cross Reference:	Board Policy 5111	Disclosures and Background Checks for Employees
Legal References:	RCW 28A.400 28A.405	Employees Certificated Employees
	WAC 162-12	Pre-employment Inquiry Guide
	AGO 62155.00-No. 155	Expenses of Applicants
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