

PERSONNEL

Employment Policies and Recruitment

It is the responsibility of all employees to be aware of Board policies and procedures. Failure to comply with Board policies and procedures may subject the employee to appropriate discipline.

Recruitment

The Board shall delegate to the Superintendent or designee the responsibility of utilizing the resources and organizing a program of recruiting and selecting the best available personnel for the performance of professional and non-professional activities of the District.

A written application (e.g. on-line application) and an interview or other personnel assessments will be required of all people seeking employment with the District. The application shall be made on a form provided by the District through the Human Resources Department. Applicants for positions requiring certification and/or a college degree must provide official up-to-date transcripts mailed directly from the college or university to the Department of Human Resources.

LEGAL REF.:

CROSS REF.: 5.10, 5.30

Adopted: July 8, 2007

Revised: October 28, 2014

Reviewed: April 2020