

Board participation in Selecting Administrators and Head Coaches

All New Hires Require School Board Approval

Hiring of new personnel for any position (administrator, teacher, classified, or extra-curricular assignments) is subject to school board approval. Administrators, principals, Directors, and supervisors are given the latitude to hire their own teachers, classified, and extra-curricular staff to fill open positions. Administrators will need to follow OSPI Highly Qualified Teacher Requirements and Guidelines in hiring new employees or assigning, reassigning and transferring (voluntary and involuntary) current employees. The school board must approve each new hire. The normal course of operation is to place the new hire on the consent agenda for board consideration.

Process for Hiring an Administrator or Head Coach

For hiring an administrator or a head high school extra curricular coach, qualifications of the final candidates will be reviewed in executive session before the superintendent or his designee recommends a final candidate to the board. The administrator, or his designee, will attempt to hold interviews just prior to the next board meeting. If this is not possible, a special board meeting and special executive session may be called to discuss the qualifications of the top candidates before a final candidate is recommended to the board.

In case an executive session cannot be held before the consent agenda is developed, the superintendent or his designee may recommend a candidate for the position during the board meeting. After board approval, the selected hire will be offered a letter of intent to hire or an appropriate contract.

5/17/04, 2/24/14, 7/21/14