

PRO 5001
Personnel
HIRING OF RETIRED SCHOOL EMPLOYEES

Pass Board Resolution at the Beginning of Each School Year

A resolution will be passed annually to document a justifiable need for the potential hiring of a retired school employee (Policy and Procedures 5001: Hiring of Retired School Employees). The Ephrata School Board resolution will declare a shortage of qualified applicants for various positions advertised by the School District, especially positions that open after the school year begins. Further, all employees hired by the District must be approved by the Ephrata School Board during their next regular meeting.

Selection of Retired School Employee

In the selection of new hires, all applicants are considered in order to determine their qualifications. However, the school board expects that the most qualified applicant that best meets the needs of the District be selected and employed. Retired school employees that best fit the hiring criteria may be hired. However, there can be no pre-arranged agreements or promises between the supervisor and such employee. Inquiries by either party are not considered pre-arranged agreements.

Conditions for Employment of Retired School Employee

A retired school employee may be hired for one year on a non-continuing basis, contract or appointment. Positions held by retirees shall be reposted annually (using the same process as initial hiring) to determine whether the retiree will be rehired for another year.

Document the Process of Hiring a Retired School Employee

A record of the process and information shall be maintained by the supervisor when a retired school employee is hired.