

Professional Staff Hiring

Policy Information

Series G - Personnel

Professional Staff Hiring

Policy # GCF

FILE: GCF

PROFESSIONAL STAFF HIRING

Through its employment policies, the district will strive to attract, secure, and hold the highest qualified personnel for all professional positions. The selection process will be based upon an awareness to candidates who will devote themselves to the education and welfare of the children attending the schools.

Each Principal has the responsibility, consistent with School Committee personnel policies and budgetary restrictions, and subject to approval by the Superintendent, to hire all teachers, athletic coaches, and other personnel assigned to her/his school. Consistent with School Committee personnel policies, the Superintendent may appoint administrators and other personnel not assigned to a particular school.

Upon the recommendation of the Superintendent, the School Committee may appoint the Assistant Superintendent, Director of Special Education and Student Services and the Director of Business Services. The School Committee has the authority to approve or disapprove the Superintendents' recommendation; however, the Committee shall not unreasonably withhold its approval and will provide an explanation for its disapproval if the Superintendent requests.

It will be the duty of the Superintendent to see that persons considered for employment in the schools meet all requirements for the position established by the Committee for the type of position for which the nomination is made.

The following guidelines will be used in the selection of personnel:

1. There will be no discrimination in the hiring process on the basis of age, gender identity, religion, race, color, national origin, disability, sexual orientation or place of residence, except where age or sex is a bona fide occupational qualification as allowed by the Civil Rights Act of 1964.
2. The quality of instruction is enhanced by a staff with a wide variation in background, educational preparation, and previous experience.
3. Given a competitive employment climate, circumstances may warrant an expeditious appointment that would preclude the use of a screening committee.

4. The administrator responsible for the hiring of a staff member (in the case of District-wide positions, for the position of Principals, it is the Superintendent; for building-based personnel, it is the Principal) may establish a representative screen committee. The administrator has the final say in determining who will be hired but it is expected that the screening committee's input will be a factor in the decision.

5. For those positions where the hiring authority rests with the School Committee, a representative screening committee may be established by the School Committee or the School Committee may direct the Superintendent to establish a screening committee to assist the Superintendent in making her/his recommendation to the School Committee.

6. Professional staff hiring processes will not overlook the talents and potential of individuals already employed by the school district. Any current employee may apply for any position for which she or he are qualified and meets state requirements. A current employee that applies for an open position will be given initial and equal consideration but current employment within the Bourne Public Schools will not guarantee that the employee will be awarded a position over other candidates.

Policy References:

MASC Policy

M.G.L. 69:6; 71:38; 71:38G; 71:39; 71:45; 71:59B

BESE regulations 603 CMR 7:00, 26:00, and 44:00

Civil Rights Act of 1964

Adoption Date: 1/1/1901, Revised: 10/6/1999, Revised: 04.05.2017; Reviewed/Adopted: 8/14/2019
G - Personnel