

Consultation With Council

Vacancy:

The Principal shall declare that a vacancy exists and request a list of qualified candidates from the Superintendent. The Principal shall request additional candidates as needed.

Interview Committee:

A screening/interview committee will be composed of:

1. The Principal or his/her designee
2. Two Council members
3. A peer of the vacant position within the department (selected by peers and/or principal)
4. A parent or other designee affiliated with the vacant position and appointed by the Principal.

Responsibilities:

The screening/interview committee will:

1. Review applications and resumes and select applicants to be interviewed.
2. Establish criteria and interview questions
3. Select finalists based on criteria and interviews
4. Discuss candidates strengths and weakness
5. Make recommendations to the Principal (Based on KRS 160.345, this recommendation is not binding upon the Principal)

Consultation:

Consultation should occur in executive session during regular and/or special called council meetings if possible. During consultation the Council should be informed verbally of the results of the interview and reference checks. The Principal shall seek Council's advise in good faith, but that advise shall not be binding in making his/her employment recommendations to the Superintendent.

Note: If a quorum of the members of the Council is not available to attend a meeting for the purpose of conducting consultation in the filling of a vacancy, the Principal may consult via email or phone and document the dates of communication.

Adopted 10-25-07

Amended 7-28-09

Amended 8/20/20

James Ray (Chairperson Signature)