

RECRUITMENT AND SELECTION OF STAFF

Responsible Governance

Staff are recruited and selected to assure that students grow and meet their full potential in district programs. Staff are highly effective, and have the necessary skills and experience to meet the learning needs of all students. The district works with teacher preparation programs, communicating the teaching skills, competencies, and experiences it considers of primary importance in its staff, and providing field experiences designed to train teachers to be able to improve student learning. Decisions about hiring, assigning, or transferring staff are based on maximizing the effectiveness of that staff member within the district's programs.

Creating Conditions for Student and Staff Success

Staff positions are established by the Board to provide the district's comprehensive program of education. New positions are established by the Board as needed. The superintendent establishes the necessary skills, competencies, qualifications, education, experience, and past performance levels for each position, as it relates to the district's comprehensive program of education, and the goal of continued improvement in student learning. Selection of staff is based on which candidate is the most qualified for the position, and is made pursuant to the district's standard screening, interview, and reference check process, and equity requirements.

High Expectations for Student Learning

Positions are created within budget parameters and legal requirements. Part of the district's strategic and short-term planning processes analyze current and projected staffing requirements. The filling of individual positions is done with consideration to salary issues, budget parameters and legal requirements. The superintendent regularly evaluates the effectiveness of the district's staff recruitment and selection processes and reports the findings and recommendations from the evaluation to the Board.

Community Engagement

The Board and district regularly communicate to staff, professional associations, employee bargaining units, teacher and professional preparation programs in higher education, students, parents, and the larger community the district's commitment to hiring those people best prepared and able to improve student achievement.

Cross References:	Policy 5005	Employment: Disclosures, Certification Requirements, Assurances and Approval Substitute Employment
Legal References:	Policy 5610 RCW 28A.400.300	Hiring and discharging of employees -- Written leave policies -- Seniority and leave benefits of employees transferring between school districts and other educational employers
	RCW 28A.405.210	Conditions and contracts of employment -- Determination of probable cause for nonrenewal of contracts -- Nonrenewal

	due to enrollment decline or revenue loss -- Notice -- Opportunity for hearing
RCW 43.43.830	Background checks -- Access to children or vulnerable persons -- Definitions
RCW 43.43.832	Background checks -- Disclosure of information -- Sharing of criminal background information by health care facilities
RCW 49.44.200	Personal social networking accounts -- Restrictions on employer access - Definitions
RCW 49.44.205	Violations of RCW 49.44.200 -- Civil action - Remedies
WAC 162-12	Pre-employment Inquiry Guide (Human Rights Commission)
P.L. 99-603 (IRCA)	Immigration Reform and Control Act of 1986
Title 8 USC	Ch. 12 § 1324a and § 1324b
WAC 392-190-0591	Public school employment and contract practices - Nondiscrimination

Management Resource:

Policy News, February 2012 Model Policies Aligned with
Washington School Board Standards

Policy News, December 2014

Revised: April 9, 2015
Revised: September 25, 2014
Revised: July 18, 2007
5000 Series Adopted June 10, 1999
North Kitsap School District