

Holbrook Public Schools

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 awareness to candidates who will devote themselves to the education and welfare of the children attending the schools. No Position may be created without the approval of the School Committee.

School Committee

The School Committee shall employ a Superintendent of Schools and Business Manager and fix their compensations. Upon the recommendation of the Superintendent, the School Committee may also establish and appoint positions of Assistant or Associate Superintendents and fix compensation for those positions. Approval of the Superintendent's recommendation for a particular appointment in these positions shall not be unreasonably withheld, provided that in the event of a disapproval and upon request of the Superintendent the School Committee shall provide a written explanation. The School Committee shall be responsible for appointing Legal Counsel.

Superintendent

It is the responsibility of the Superintendent, and of persons to whom he or she delegates this responsibility, to determine the personnel needs of the school system and to locate suitable candidates. The District's goal is to employ and retain personnel who are motivated, will strive always to do their best, and are committed to providing the best educational environment for the children.

The Superintendent is responsible for the appointment of all positions within the district other than those set forth above, including but not limited to Principals, Director of Special Education, Business Administrator, School Physicians, Registered Nurses, Supervisors of Attendance.

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

1. There will be no discrimination in the hiring process due to race, color, sex, sexual orientation, gender identity, religion, disability, age, genetic information, active military/veteran status, marital status, familial status, pregnancy, or pregnancy-related condition, homelessness, ancestry, ethnic background, national origin, or any other category protected by state or federal law.
2. The quality of instruction is enhanced by a staff with a wide variation in background, educational preparation, and previous experience.

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3. 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 their recommendation to the School Committee. NOTE: School Committees may determine the size and composition of the screening committee.

SOURCE: MASC

LEGAL REFS.: M.G.L. [69:6](#); [71:38](#); [71:38G](#); [71:39](#); [71:45](#)

Massachusetts Board of Education Requirements for Certification of Teachers, Principals, Supervisors, Directors, Superintendents and Assistant Superintendents in the Public Schools of the Commonwealth of Massachusetts, revised 1994

BESE Regulations 603 CMR [7:00](#), [26:00](#), and [44:00](#)

Acts of 2022, Chapter 117 (*race to include traits historically associated with race, including, but not limited to, hair texture, hair type, hair length and protective hairstyles.)

Adopted: September 19, 2007

Amended: April 12, 2018, November 29, 2018, April 12, 2023