

408.00 STAFF: HIRING

I. POLICY PURPOSE:

The Board designates the superintendent or their designee the authority to recruit, screen and select diverse, qualified staff to fill positions.

II. GENERAL STATEMENT OF POLICY:

1. The Board recognizes the employees of Saint Paul Public Schools ("District") constitute the most important resource for delivering a high-quality education to students. The Board also recognizes that every employee can make important contributions to student learning. The Board therefore strives to employ the most qualified diverse staff to fill vacant positions.
2. The District shall provide equal employment opportunity for all applicants and employees. The District does not unlawfully discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, status with respect to public assistance, disability, sexual or affectional orientation, age, familial status, gender identity and expression, veteran status or membership or activity in a local commission as defined by Minn. Stat. § 363A.03. The District also shall make reasonable accommodations for employees with disabilities
3. The Board delegates to the Superintendent and their designees the authority to recruit, screen, select and promote diverse, qualified staff to fill positions, and the administration of all personnel matters.
4. The Board shall not entertain applications for employment or promotion, or undertake the administration of personnel matters, with the exception of positions that report directly to the Board Office.
5. Therefore, the Superintendent shall be responsible for making final nominations to the Board for appointments for all positions (outside of the Board Office) in the School District. Such nominations shall be subject to Board approval.

6. The Board may choose to meet with finalists for positions in the Unrepresented Plan prior to receiving the Superintendent's recommendation.

LEGAL REFERENCES:

CROSS REFERENCES:

401.00, Equal Employment Opportunity
102.00.01 Title IX Grievance Procedures
415.00 Discrimination, Harassment, Violence and Retaliation Policy
418.00 Gender Inclusion - Staff