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 analyzes 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:	Board Policy 5005	Employment: Disclosures, Certification Requirements, Assurances and Approval
	Board Policy 5610	Substitute Employment
Legal References:	RCW 28A.400.300	Hiring and discharging employees — Writen leave policies —Seniority and leave benefits of employees transfering between school districts and other educational employers
	28A.405.210	Conditions and contracts of employment — Determination of probable cause

	for non-renewal of contracts — nonrewal due to enrollment decline or revenue loss — Notice — Opportunity for hearing
43.43.830	Background checks — Access to children or vulnerable persons — Definitons
43.43.832	Background checks —Disclosure of information--Sharing of criminal background information by health care facilities
Chapter 162-12 WAC	Preemployment 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

Adoption Date: June 19, 2013
School District Name: Trout Lake School District
Revised: 02.12
Classification: Priority