

**RSU #63**

- a. **NEPN/NSBA Code:** GCFB
- b. **Title:** Recruiting and Hiring of Administrative Staff
- c. **Author:** Board of Directors
- d. **Replaces Policy:**
- e. **Date Approved:** TBD RSU#63
- f. **Previously Approved:** 04/26/2021  
04/28/2014
- g. **Policy Expiration:** Review as Needed
- h. **Responsible for Review:** Board of Directors
- i. **Date Reviewed:** 02/09/2026 Policy Committee  
04/12/2021 Policy Committee  
03/14/2021 Superintendent
- j. **References:** 5 MRSA § 4576 (Maine Human Rights Act),  
20-A MRSA §§ 1001(13), 4502(4-A), 13011(6)
- k. **Cross Reference:** AC – Nondiscrimination/Equal  
Opportunity and Affirmative Action  
GCFB-R – Recruiting and Hiring of  
Administrative Staff – Administrative  
Procedures

**l. Narrative:**

The RSU 63 Board of Directors (the Board) affirms its commitment to the strict prohibition of discrimination in employment on the basis of race, color, sex, sexual orientation, gender identity, religion, ancestry or national origin, age, disability, pregnancy, or genetic information, and to the principle of affirmative action to obtain wide and representative candidate pools.

For the purpose of this policy, “race” includes traits associated with race, including hair texture, Afro hairstyles, and protective hairstyles, including braids, twists, and locs.

- I.** In accordance with 20-A MRSA § 1001(13), the Superintendent will prepare a procedure designed to ensure nondiscriminatory practices in recruitment and hiring for all positions requiring administrator certification, as well as result in selection of the most qualified candidates. That procedure will be attached hereto as GCFB-R, and will be reviewed as needed.
- II.** Moreover, upon each occasion of administrative vacancy, the Superintendent will review the procedure and make appropriate adaptations as may be warranted by special circumstances. In the case of a vacancy in the Superintendency, the Board will review the procedure, adapting as appropriate.

- III.** In accordance with 20-A MRSA, § 4502 (4-A), the unit's Affirmative Action Plan will include a description of the status of the unit's nondiscriminatory administrator hiring practice and plans for in-service training programs on gender equity for teachers, administrators, and the School Board.

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