No. 4120
SECTION: PERSONNEL
TITLE: ASSIGNMENT AND TRANSFER: NOTIFICATION OF DISTRICT VACANCIES

ADOPTED: 2/15/71
READOPTED: 1/29/14;11/15/16;5/20/25
REVISED: 2/1/00;4/23/02;5/15/06; 6/21/10

OXFORD AREA SCHOOL DISTRICT

A. It shall be the policy of the Board of School Directors that district staff be notified of vacancies or openings.

B. The Director of Human Resources or his/her designee shall post notices via district website, internet job boards, district e-mail and in common areas such as break rooms, notification to the Oxford Area Education Association and utilization of all necessary means to ensure proper notification to all staff concerning district vacancies.

C. The Director of Human Resources or his/her designee shall utilize all necessary means to ensure proper notification outside of the school district community concerning district vacancies.