

# GCKA Professional Staff Hiring

FILE: GCKA

## PROFESSIONAL STAFF HIRING

Through its employment policies, the Board is committed to attracting, securing and holding the highest qualified personnel for all professional positions.

It is the responsibility of the Superintendent, and persons to whom he/she delegates this responsibility, to determine the personnel needs of the school system and to recommend suitable candidates to the Board for employment.

It is the responsibility of the Superintendent to determine that persons nominated for employment in the schools meet all certification and Board requirements for the type of position for which the nomination is made.

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

- A. There shall be no illegal discrimination in the hiring process.
- B. Interview and selection procedures shall assure that an administrator shall participate in the selection of any staff member who will work under his/her supervision.
- C. No candidate shall be hired without reference checks and a personal interview.
- D. All candidates shall be considered on the basis of their merits, qualifications, and the needs of the school system. In each instance, the Superintendent and others playing a role in the selection shall seek to hire the best qualified person for the job.
- E. While the Board may accept or reject a nomination, an approval shall be valid only if made with the recommendation of the Superintendent. In the case of a rejection, it is the duty of the Superintendent to make another nomination.

Legal Reference: TITLE 20-A MRSA SEC. 13201 ET SEQ.

Cross Reference: [\[Policy AC -- Nondiscrimination/Equal Opportunity and Affirmative Action\]](#) [ ]

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