

Policy

Board of Education Randolph

NO. 400.8 PERSONNEL

SELECTION OF STAFF

The Board shall appoint employees only from nominations made by the superintendent to fill positions created by the Board or vacated by an incumbent. Should a nominee be rejected by the Board, it shall be the duty of the superintendent to make another nomination.

The superintendent shall recommend for employment those individuals who, in his/her opinion, are best qualified to fill the vacancy without regard to race, sex, religion, age, ethnic background or other conditions unrelated to the duties and responsibilities of the job. The Board authorizes the superintendent in his/her conduct of preemployment evaluations, the right to administer any tests bearing directly upon a candidates' ability to perform the tasks for which he/she is being considered. This Board shall in all respects be an equal opportunity employer.

The superintendent in determining the candidates to be nominated shall seek information whenever possible from the candidate's prior employer(s), and shall maintain such information and data subsequently acquired in a confidential file restricted to supervisory and official use only. The Board reserves the right, not to deny information to an employee, but to protect the sources upon which it depends for assistance in evaluating applicants.

The superintendent shall post the vacancy internally and shall recruit candidates for employment from as wide a selection of training institutes and sections of the country as possible, and in particular, shall follow extensive recruiting practices, including advertising in media of general appeal to the profession, when seeking candidates for key administrative positions.

DATE ADOPTED: November 26, 1985 DATE REVISED: March 18, 1996