

PROFESSIONAL STAFF RECRUITING

1. When interviewing for a particular period, every effort will be made to keep the interviewing span between the first and last candidates to a maximum of two weeks. This will decrease the likelihood of losing someone interviewed earlier because it took too long to schedule other candidates.
2. Only certified personnel will be considered for employment. Exceptions to this regulation may be made at the discretion of the superintendent.
3. When the candidate is traveling from some distance, every effort will be made to schedule interviews consecutively.
4. Students, teachers, parents, and community members may be involved in the interview process.
5. All finalists will be interviewed by the superintendent. All documents should be sent to the superintendent in advance of the interview and should include physical evidence of at least three reference checks. If the principal is unable to reach a decision concerning two or more candidates, they should all be referred to the superintendent for interviewing.

(Adopted: 9/21/1998)
(Revised: 8/23/2010)

(Ref. 4095)