

HIRING OF CERTIFIED STAFF

It is the policy of the Board of Education to appoint the most qualified applicants to positions of employment within the Public Schools. The Board of Education shall be responsible for the appointment of all building level and district-wide administrator positions. The Board of Education shall make such appointments in accordance with the procedures set forth in Section 10-151 of the Connecticut General Statutes, and in accordance with any applicable collective bargaining agreement.

The Superintendent of Schools shall be responsible for appointments to all other positions requiring a certificate issued by the State Board of Education.

[Note: Under Conn. Gen. Stat. §10-151, a board of education has the option of delegating authority for the hiring of certified staff to the Superintendent of Schools. This model policy reserves to the Board the hiring of administrators. While individual boards of education may wish to strike this balance differently, it is important for a board of education to make very clear through Board policy who has what authority with regard to the hiring of teachers and administrators.]

Legal Reference:

Connecticut General Statutes §10-151

HIRING OF CERTIFIED STAFF ADMINISTRATIVE REGULATIONS

Appointment

Only the Board of Education may appoint qualified people to fill administrative position; the Superintendent of Schools is authorized to appoint to all vacancies (other than administrative) on the professional staff during the period commencing with the annual closing of schools for the summer and ending with their reopening in the fall and in emergency situations during the regular school year. The Superintendent will inform the Board of Education when such appointments are made.

For administrative positions, the Superintendent shall recommend two to four finalists to the Board for interviews and to make the selection decision among the final candidates. The Superintendent may request that the Board only interview a single candidate when such candidate appears to be markedly superior to other candidates.

The Superintendent shall insure that all certified personnel recommended for employment meet state certification requirements for the position and complete all hiring protocols and training, including but not limited to, fingerprinting and other background checks.

Within the guidelines of any existing provisions in negotiated agreements, the Superintendent shall be responsible for placement of appointed employees on the salary schedule. The Superintendent may award credit for years of previous professional experience based on the Superintendent's discretion.

Legal Reference:

Connecticut General Statutes §10-151