

POLICY: 400.30

LICENSED EMPLOYEE QUALIFICATIONS, RECRUITMENT, SELECTION

Persons interested in a licensed position, other than administrative positions, which will be employed in accordance with Board policies in the 300 series, "Administration," shall have an opportunity to apply and qualify for licensed positions in the District without regard to race, creed, color, ancestry, age, gender, sexual orientation, gender identity, national origin, disability, physical attributes, religion, political party preference, political belief, socioeconomic status, veteran's status, actual or potential parental, family or marital status in its programs, services, and employment practices. Job applicants for licensed positions shall be considered on the basis of the following: training, experience, and skill; nature of the occupation; demonstrated competence; and possession of or ability to obtain state license if required for the position.

All job openings shall be submitted to the Iowa Department of Education for posting on TeachIowa, the online state job posting system.

Announcement of vacant positions shall be in a manner that the Superintendent believes will inform potential applicants about the position. Applications for employment may be obtained from and completed applications shall be returned to the District administrative office. Whenever possible, the preliminary screening of applicants shall be conducted by the administrator who will be directly supervising and overseeing the person being hired.

The Board shall employ licensed employees after receiving a recommendation from the Superintendent. However, the Superintendent shall have the authority to employ a licensed employee on a temporary basis until a recommendation can be made and the Board can take action on the position.

The requirements stated in the Master Contract between employees in that certified collective bargaining unit and the Board regarding qualifications, recruitment, and selections of such employees shall be followed.

Adopted: 07/25/00
Reviewed: 5/29/12, 1/23/17
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