**CODE D3**

CODE D3 - STAFFING AND JOB DESCRIPTIONS

**Policy**

It is the policy of the Grand Isle Supervisory Union (GISU) to provide the level of staffing needed to accomplish the school system's goals and objectives. All staff positions will be created by the Board and only the Board may abolish a position. Positions may remain unfilled.

**Implementation**

Each time a new position is established by the Board, the Superintendent will present for approval a job description for the position that specifies the qualifications required for the position, performance responsibilities, evaluation criteria, terms of employment, and supervisor. Employee evaluation will be based substantially on criteria stated in approved job descriptions

*Date Warned: 9/18/06, 10/2/06, 10/16/06*

*Date Adopted: 10/16/06*

*Legal Reference: 16 VSA §563 (12) (Powers of school boards)*

*Cross Reference: Personnel Recruitment, Selection, Appointment and Criminal Records Checks (D1)*

*Evaluation and Supervision of Staff (D4)*