

T/EB

SUBJECT: RECRUITMENT AND SELECTION

The District will attempt to employ the best-qualified personnel for any position.

Interviewing and selection procedures will assure that the Principal or other administrator directly responsible for the work of a staff member has, to the extent possible, an opportunity to aid in his/her selection. However, the final recommendation will be made by the Superintendent.

All personnel shall be recruited and selected by, or at the direction of, the Superintendent of Schools, who shall then recommend the appointment to the Board of Education. It is the responsibility of the Superintendent to develop and supervise the guidelines for the recruitment and selection process.

The Superintendent will assure that all persons nominated for employment meet certification requirements and the qualifications established for the particular position.

The Tonawanda City School District is an equal opportunity employer and adheres to all state and federal statutes and regulations.

Publication of Vacancies

The Superintendent of Schools shall ensure that each vacancy is advertised in the appropriate press, at local colleges and universities, and in accordance with any contractual provisions.

Education Law Sections 2509 and 3012

NOTE: Refer also to Policy #6124 -- Teacher Recruitment and Appointment Policy

Adoption Date 9/28/10