

RECRUITMENT, SELECTION AND HIRING

The board believes that the quality of the professional staff in large part determines the quality of the education offered district pupils. Therefore, the superintendent shall have the responsibility of locating and recruiting the best qualified candidates to provide for the identified needs of district pupils.

Provisional teaching candidates shall be given equal consideration with all other candidates for teaching positions. The superintendent shall follow all requirements of the administrative code in providing the necessary training program for all teachers hired with provisional certificates.

All teachers of core academic subjects (English, reading/language arts, mathematics, science, foreign languages, civics/government, economics, arts, history and government) hired by the board shall be highly qualified by 2005-2006.

It shall be the duty of the superintendent to see that persons nominated for employment shall meet all qualifications established by state or federal law, including the completion of a criminal history check, proof of citizenship or eligible alien status, and certification for the type of position for which nomination is made.

The superintendent shall recommend for employment those individuals who, in his/her opinion, are best qualified to fill the vacancy without regard to race, creed, color, national origin, ancestry, age, sex, affectional or sexual orientation, marital status, familial status, liability for service in the Armed Forces of the United States, atypical hereditary cellular or blood trait of any individual, disability or other conditions not related to the duties and responsibilities of the job.

The superintendent shall prepare and maintain job descriptions that define the duties, responsibilities and qualifications required for each position. The board shall adopt those job descriptions required by law or code and others as appropriate.

The superintendent in determining the candidates to be nominated shall seek information whenever possible from the candidate's prior employers.

The board shall appoint all staff members only from nominations made by the superintendent. Should a nominee be rejected, it shall be the duty of the superintendent to make other nominations.

Date: February 11, 2004

Legal References:

- N.J.S.A. 10:5-1 et seq. Law Against Discrimination
- N.J.S.A. 18A:6-5 Inquiry as to religion and religious tests prohibited
- N.J.S.A. 18A:6-6** **No sex discrimination**
- N.J.S.A. 18A:6-7.1, -7.5 Criminal history record; employee in regular contact with pupils; grounds for disqualification from employment; exception
- N.J.S.A. 18A:6-76.1 Deadline for notification to students of requirements of provisional certificate and induction program ...
- N.J.S.A. 18A:11-1** **General mandatory powers and duties**
- N.J.S.A. 18A:13-40 General powers and duties of board of newly created regional districts
- N.J.S.A. 18A:16-1 Officers and employees in general
- N.J.S.A. 18A:26-1, -1.1,-2 Citizenship of teachers, etc. ...
- N.J.S.A. 18A:27-1 et seq. Employment and Contracts
- See particularly:
- N.J.S.A. 18A:27-4.1
- N.J.S.A. 18A:54-20 Powers of board (county vocational schools)
- N.J.A.C. 6:3-1.4 Local district responsibility for employment of staff
- N.J.A.C. 6:3-1.5 Support residencies for regularly certified, inexperienced first year principals
- N.J.A.C. 6:3-1.6 Reporting and staffing of school districts
- N.J.A.C. 6:3-5.1** **Standards for determining seniority**
- N.J.A.C. 6:11-4.1 et seq. Types of Certificates
- N.J.A.C. 6:11-5.1 et seq. Requirements for Instructional Certification
- N.J.A.C. 6:11-8.1 et seq** **Exceptions for the Requirements for the Instructional Certificate**
- N.J.A.C. 6:11-9.1 et seq** **Requirements for Administrative Certification**
- N.J.A.C. 6A:7-1.1 et seq** **Managing for Equality and Equity in Education**
- N.J.A.C. 6:11-8.2 Vocational education requirements effective September 1, 1992
- See particularly:
- N.J.A.C. 6A:7-1.4, -1.8**
- N.J.A.C. 6A:24-1.1 et seq. Urban Education Reform in the Abbott Districts
- See particularly:
- N.J.A.C. 6A:24-1.4, 2.2, 3.2, 3.3
- N.J.A.C. 6A:30-1.1 et seq. Evaluation of the Performance of School Districts
- 42 U.S.C.A. 2000e et seq. - Title VII of the Civil Rights Act of 1964 as amended by the Equal Employment Opportunities Act of 1972
- No Child Left Behind Act of 2001, Pub. L. 107-110** **20U.S.C.A. 63-1 et seq.**
- 29 U.S.C.A. 794 et seq. - Section 504 of the Rehabilitation Act of 1973

8 U.S.C.A. 1100 et seq. - Immigration Reform and Control Act of 1986

42 U.S.C.A. 12101 et seq. - Americans with Disabilities Act (ADA)

Old Bridge Education Association v. Old Bridge Township Bd. of Ed., 1986 S.L.D. 1917

Taxman v. Piscataway Bd. of Ed., 91 F. 3d 1547 (3d Cir. 1996)

Manual for the Evaluation of Local School Districts (September 2002)

Multi-year Equity Plan for 1996-97 through 1998-99, SDOE Bureau of Equal Educational Opportunity, Doc. #MISM260040699

Possible

Cross References:

2130	Administrative staff
2131	Chief school administrator
4000	Concepts and roles in personnel
4111.1	Nondiscrimination/affirmative action
4112.2	Certification
4112.4	Employee health
4112.5	Criminal history check
4112.6	Personnel records
4112.8	Nepotism
4121	Substitute teachers
4222	Noninstructional aides
5120	Assessment of individual needs
6010	Goals and objectives

