
RECRUITMENT, SELECTION AND HIRING

The board of education shall appoint all staff members only from nominations made by the superintendent. All appointments shall be by recorded roll call majority vote of the full membership of the board. The superintendent shall adhere to the following in recruiting and interviewing candidates:

- A. There will be no discrimination in the employment process in 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, nationality, or other conditions not related to the duties and responsibilities of the job.
- B. All candidates must have training and/or actual work experience in the vacant position, and an acceptable level of proficiency.
- C. 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 initiation of a criminal history check and proof of citizenship or eligible alien status.

The employment of any candidate is not official until the contract is approved by the board of education and signed by the candidate. It shall be the responsibility of the superintendent to communicate this fact to all candidates.

The superintendent may make temporary appointments in emergency situations. These must be ratified by the board at the next regular meeting.

Date: March 20, 2002

Legal References:

N.J.S.A. 10:5 Law Against Discrimination

Legal References: (continued)

- N.J.S.A. 18A:6-7.1 Criminal history record; employee in regular contact with pupils; grounds for disqualification from employment
- 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. 18A11-1 General mandatory powers and duties
- N.J.S.A. 18A:16-1 Officers and employees in general
- N.J.S.A. 18A:27-4 Power of boards of education to make rules governing employment of teacher, etc.; employment thereunder
- N.J.S.A. 18A:27-4.1 Board of education, procedure for certain personnel actions; recommendation of superintendent
- N.J.S.A. 18A:39-17 Names, social security numbers, and certification of bus driver's through -20 license and criminal background check. . .
- N.J.S.A. 18A:54-20 Powers of board (county vocational schools)
- N.J.S.A. 39:3-10.1 Driver of motor vehicle or trackless trolley with capacity over six passengers; special license
- N.J.A.C. 6:4-1.3(b) Policy development
- N.J.A.C. 6:4-1.6 Employment/contract practices

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

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

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

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

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

Cross References:

- 2131 Chief school administrator
- 3000/3010 Concepts and roles in business and noninstructional operations; goals and objectives
- 4000 Concepts and roles in personnel

Cross References: (continued)

4010	Goals and objectives
4211.1	Nondiscrimination/affirmative action
4212.4	Employee health
4212.5	Criminal history check
4212.6	Personnel records
4212.8	Nepotism
4219.23	Employee substance abuse
4222	Noninstructional aides
6010	Goals and objectives
9123	Appointment of board secretary
9124	Appointment of business official

