

MIDDLETOWN AREA SCHOOL DISTRICT

SECTION: ADMINISTRATIVE
EMPLOYEES

TITLE: EMPLOYMENT OF
ADMINISTRATORS

ADOPTED: October 14, 1991

REVISED:

303. EMPLOYMENT OF ADMINISTRATORS	
1. Purpose	The Board places substantial responsibility and authority for the effective management of the schools with administrators who are employed by the district.
2. Authority SC 1142, 1146	The Board shall approve the employment, fix the compensation, and establish the term of employment for each administrator employed by this district. Such approval shall normally be given to those candidates for employment recommended by the Superintendent.
3. Guidelines	Any employee's misstatement of fact material to qualifications for employment or the determination of salary shall be considered by the Board to constitute grounds for dismissal.
SC 1109	No candidate for employment as an administrator shall receive recommendation for such employment without evidence of his/her certification, if such certification is required.
SC 111	No candidate shall be employed until such candidate has complied with the mandatory background check requirements for criminal history and the district has evaluated the results of that screening process.
4. Delegation of Responsibility	Each administrative employee shall be required to take the Loyalty Oath upon employment.
Pol. 104 SC 3705 P. L. 88-352	The Superintendent shall develop procedures for the recruitment, screening and recommendation of candidates for employment in accordance with the following guidelines: 1. S/He shall recruit and recommend applicants in accordance with Board policy and state and federal law.

<p>School Code 111, 1101, 1106, 1109, 1111, 1121, 1142, 1146, 1341, 3706</p> <p>Federal Regulations P.L. 88-352 (Title VI) P.L. 92-318 (Title IX)</p> <p>Board Policy 104</p>	<ol style="list-style-type: none">2. Staff vacancies which represent opportunities for professional advancement or diversification shall be made known to district personnel so that they may apply for such positions.3. S/He may apply such screening procedures as may be necessary to determine the candidate's ability to perform the tasks for which the candidate is being considered.4. The Superintendent or designee shall seek such recommendations from former employers and others as may be of assistance in assessing the candidate's qualifications. Such records shall be retained confidentially and for official use only.
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