

**EL DORADO UNION HIGH SCHOOL DISTRICT
BOARD POLICY**

All Personnel

**RECRUITMENT AND SELECTION
BP 4111, 4211, 4311**

The Governing Board desires to employ the most highly qualified and appropriate person available for each open position in order to improve student achievement and efficiency in district operations.

(cf. 4000 - Concepts and Roles)
(cf. 4100 - Certificated Personnel)
(cf. 4200 - Classified Personnel)
(cf. 4300 - Administrative and Supervisory Personnel)

The Superintendent or designee shall recruit candidates for open positions based on an assessment of the district's needs for specific skills, knowledge, and abilities. He/she shall develop job descriptions that accurately describe all essential and marginal functions and duties of each position, and shall disseminate job announcements to ensure a wide range of candidates

The Superintendent or designee shall develop selection procedures that identify the best possible candidate for each position based upon screening processes, interviews, observations, and recommendations from previous employers. He/she may establish an interview committee, as appropriate, to rank candidates and recommend finalists. All discussions and recommendations shall be confidential in accordance with law.

During job interviews, applicants may be asked to describe or demonstrate how they will be able to perform the duties of the job. No inquiry shall be made with regard to any category of discrimination prohibited by state or federal law.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 4030 - Nondiscrimination in Employment)
(cf. 4031 - Complaints Concerning Discrimination in Employment)
(cf. 4032 - Reasonable Accommodation)
(cf. 4111.2 / 4211.2 / 4311.2 - Legal State Requirement)

For each position, the Superintendent or designee shall present to the Board one candidate who meets all qualifications established by law and the Board for the position. No person shall be employed by the Board without the recommendation or endorsement of the Superintendent or designee.

(cf. 4112 - Appointment and Conditions of Employment)
(cf. 4112.24 - Teacher Qualifications Under the No Child Left Behind Act)
(cf. 4212 - Appointment and Conditions of Employment)
(cf. 4312.1 - Contracts)

RECRUITING INCENTIVES FOR TEACHERS

Contingent upon available funding, the Superintendent or designee may provide incentives to recruit credentialed teachers to teach in any district school ranked in the bottom half of the state Academic Performance Index. Such incentives may include, but are not limited to, signing bonuses, improved work conditions, teacher compensation or housing subsidies. (*Education Code 44735*)

Legal Reference:

EDUCATION CODE

- 200-2662.4 Prohibition of discrimination on the basis of sex*
- 44066 Limitations on certification requirement*
- 44259 Teaching credential; exception; designated subjects; minimum requirements*
- 44735 Incentive grants for recruiting teachers for low-performing schools*
- 44740-44741 Personnel management assistance teams*
- 44750-44754.5 Regional teacher recruitment centers*
- 44830-44831 Employment of certificated persons*
- 44858 Age or marital status in employment positions requiring certification qualifications*
- 44859 Prohibition against certain rules and regulations re residency*
- 45103-45138 Employment (classified employees)*
- 49406 Examination for tuberculosis*
- 52051 Academic Performance Index*

GOVERNMENT CODE

- 12900 Unlawful employment practices*
- 12940-12956 Discrimination prohibited; Unlawful practices*

UNITED STATES CODE, TITLE 8

- 1324 Unlawful employment of aliens*
- 1324b Unfair immigration related practices*

UNITED STATES CODE, TITLE 42

- 12101-12213 Americans With Disabilities Act*
- 2000d-2000d-7 Title VI Civil Rights Act of 1964*
- 2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended*
- 2000h-2000h-6 Title IX, 1972 Education Act Amendments*

Management Resources:

CSBA PUBLICATIONS

- Maximizing School Board Leadership: Human Resources, 1966*

WEB SITES

- Equal Employment Opportunity Commission: <http://www.eeoc.gov>*
- Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>*
- CalTeach: <http://www.calteach.org>*
- Education Job Opportunities Information Network: <http://www.edjoin.org>*