

## Section 5000 – Personnel

5430-R Hiring (Cf. 5020)

5430-R

To aid in obtaining the best available staff members for the District's schools, the District shall use the following general criteria in the selection process for initial employment:

- Teaching candidates, if selected, will be assigned to teach primarily their major field and/or major subject area, As defined by the Michigan Department of Education, and
- Staff enhances the highest quality of instruction when they have a wide variation in educational preparation, background, and previous experience. Therefore, candidates recommended for employment shall reflect the best efforts of the administration to recognize this fact, subject to the available pool of candidates.

The employment of any staff member is not final or official until an actual contract is offered by the Superintendent and is signed by both the Superintendent and the candidate.

The employment sequence shall be as follows:

- The written offer of employment to the candidate,
- Verification by the candidate of receipt of the offer to employ,
- Superintendent's recommendation to the Board that the candidate be contracted,
- Board approval of the contract,
- Issuance of the actual contract to the candidate and candidate's acceptance signified by a signed contract returned within two weeks to the Superintendent. The Superintendent, in unusual circumstances, can extend the two-week deadline.

Rules Accepted: June 29, 2009