

## DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

### POLICY

#### Recruitment and Selection

#### GCEA

Through its employment policies, the district will strive to attract, secure and maintain the highest qualified personnel for all professional positions. The selection process will be based upon an awareness of candidates who will devote themselves to the education and welfare of the children attending the schools.

It is the responsibility of the superintendent, and of persons to whom he or she delegates this responsibility, to determine the personnel needs of the school system and to locate suitable candidates. No full position may be created without the approval of the school committee. The district's goal is to employ and retain personnel who are motivated, will strive always to do their best, and are committed to providing the best educational environment for the children.

It will be the duty of the superintendent/principal to see that persons considered for employment in the schools meet all certification requirements and any other requirements of the position.

The following guidelines will be used in the selection of personnel:

1. As defined by law, building principals will be responsible for hiring staff position serving their building. The superintendent will be responsible for hiring principals, district wide staff positions and those staff shared between schools. The school committee shall employ the superintendent and other positions, as defined by statute.
2. The quality of instruction is enhanced by a staff with a wide variation in background, educational preparation, and previous experience.
3. Recruitment procedures will not overlook the talents and potential of individuals already employed by the school system. Any current employee may apply for any position for which he or she has certification and meets other stated requirements.
4. There will be no discrimination in the hiring process due to age, sex, creed, race, color, national origin, disability, sexual orientation, or gender identity.

LEGAL REFS.: MGL 69:6; 71:38;71:38G;71:45;71:55B; Ch. 199

Amended December 11, 1991

Amended November 12, 1997

Amended March 27, 2002

Amended September 12, 2012

“It is the policy of the Dudley-Charlton Regional School District not to discriminate on the basis of sex in its educational programs, activities, or employment policies as required by Title IX of the 1972 Educational Amendment.”

The school committee will continue to ensure fair and equitable educational and employment opportunities, without regard to sex, to all of its students and employees.

### Title IX Grievance Procedure

Any person who feels aggrieved as a result of employment policies and practices regulated by Title IX of federal legislation will direct their complaints as follows:

Grievances relating to conditions of employment will be directed:

At the first level to the building principal under whom the employee works or person of equivalent rank to whom the person is responsible. A resolution of the complaint or grievance will be attempted at that level.

If the grievant is not satisfied with the resolution at this level of the complaint as regards employment conditions, they shall register their complaints with the superintendent of schools.

If a just and equitable resolution of the complaint is not arrived at at the level of superintendent of schools in terms of conditions of employment, the grievant shall request to be placed on the agenda of the most appropriate and convenient school committee meeting.

Upon reviewing the matter of grievance, the school committee shall uphold the complainant or make suggestions to modify and resolve the problem or shall uphold any decisions rendered by the administration and superintendent of schools at this point. This decision by the school committee and its reasons for its decision shall be rendered in writing to the complainant.

If the grievant has a complaint relating to opportunities for employment and the school district policies relating to that matter, he or she shall direct a complaint:

At the first level to the superintendent of schools who shall effect a resolution of the matter.

If a resolution is not reached at this level, he or she shall request that it be placed on the agenda of the most appropriate and convenient school committee meeting.

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Where consistent with provisions of the appropriate law, this particular grievance procedure will be in effect. However, any contracted grievance procedure will be in effect where this is not applicable.

Adopted July 23, 1976  
Amended December 11, 1991  
Amended March 27, 2002  
Amended September 12, 2012

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