

Statement of Philosophy

The Transylvania County Board of Education (“the Board”) recognizes that the efficient and effective operation of both instructional and non-instructional services within Transylvania County Schools depends upon the employment of the most qualified classified personnel. Toward that end, the Board shall endeavor to provide attractive salaries, fringe benefits, facilities, equipment, and opportunities for individual growth and professional development.

Statement of Non-Discrimination

The Transylvania County Board of Education hereby declares it to be the policy of this Board that no qualified individual shall be subjected to discrimination in employment on the basis of race, color, national origin, age, sex, religion, handicap, or other classification prohibited by law.

Responsibility of the Superintendent and Board of Education

Pursuant to N.C.G.S. § 115C-276(j), it shall be the duty and responsibility of the Superintendent to select and recommend all classified personnel to the Board for employment. The Board shall approve or disapprove for employment those individuals recommended by the Superintendent.

Procedure for Recruitment and Selection

The Board directs the Superintendent / designee to develop and publish the administrative procedures and regulations necessary to implement this policy. These regulations shall include, at a minimum:

1. That public notice shall be given for all classified vacancies that will be filled.
2. That the Superintendent / designee may establish appropriate minimum occupational qualifications for any or all classified positions, provided that:
 - a. They are necessary to ensure satisfactory job performance;
 - b. They are relevant to the duties and responsibilities of the position; and,
 - c. They are consistent with the Board’s non-discrimination policies.
3. That qualified licensed supervisory personnel shall be involved in the screening and evaluation of applicants for positions in their area of instruction or professional responsibility.
4. That interviews of selected applicants shall be facilitated by the Superintendent / designee and conducted by interview teams that include representative school building and district-level administrator(s), licensed instructional personnel, and / or others as appropriate to

~~the vacancy, including, when possible, the teacher under whose supervision an applicant for a teacher assistant vacancy would be assigned if selected for employment.~~

- ~~5. That qualified licensed supervisory personnel shall check the professional references of applicants who are still under consideration for employment following the interview process.~~
- ~~6. That the evaluation of applicants shall include the consideration of multiple indicators of quality, including but not limited to the candidate's skills for a particular job, educational records, previous work experience, special interests or talents, awards and achievements, previous experience, evaluations, professional references, and suitability for the vacancy.~~

~~The Board authorizes the Superintendent to depart from these procedures in the event of an emergency situation that requires immediate administrative action. In such an event, the Superintendent shall indicate to the Board, in writing, the nature of the emergency and the specific reason(s) for the departure. Notwithstanding such an emergency situation, the Superintendent shall, concurrently in making a recommendation for employment to the Board, certify that the procedures set forth in this policy have been followed.~~

~~APPROVED BY BOARD
AND EFFECTIVE 7/6/95
REVISED 3/19/07~~