

Jay School Department	CODE: GCFB Page: 1
SUBJECT: RECRUITING AND HIRING OF ADMINISTRATIVE STAFF	
DATE OF ORIGINAL POLICY: February 3, 1993 DATE OF NEXT REVIEW: 2011 CANCELS POLICY CODE: None REVISION DATE: December 4, 1991; June 13, 2002; April 13, 2006	
JURISDICTION: Jay Public Schools	

In response to An Act to Promote Equity of Opportunity for Women in Administrative Positions in the Public School System (PL 1990, Chap. 889), the Jay School Committee affirms its commitment to the strict prohibition of discrimination in employment on the basis of race, national origin, sexual orientation, genetic pre-disposition, religion, sex, age, or disability, and to the principle of affirmative action to obtain wide and representative candidate pools.

In accordance with 20A MRSA, section 1001.13, the superintendent shall prepare a procedure designed to ensure nondiscriminatory practice in recruitment and hiring for all positions requiring administrator certification, as well as to result in selection of the most qualified candidates. This procedure shall be attached hereto as GCFB-R, and shall be reviewed periodically.

Moreover, upon each occasion of administrative vacancy, the superintendent shall review the procedure and make appropriate adaptations as may be warranted by special circumstances. In the case of a vacancy in the Superintendency, the School Committee shall review the procedure, adapting as appropriate.

In accordance with 20A MRSA, section 4502.4-A, the unit's Affirmative Action Plan shall include: a description of the status of the unit's nondiscriminatory administrator hiring practice; plans for in-service training programs on gender equity for teachers, administrators and the School Committee; and the relationship of the above to the State's 5-year goal for the employment of women in administrative positions.

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Legal Reference: 5 MRSA SEC. 4576; & 4572
20A MRSA SEC. 6; 254.8-10; 256.1, 7; 1001.13;
4502.4A; 13011.6; 13019-A.1D; 13019-B.1C)

Cross Reference: AC - NONDISCRIMINATION/EQUAL OPPORTUNITY

GCFB-R Recruiting and Hiring of Administrative
Staff Administrative procedure

SIGNATURE BLOCK:

Jay School Committee

Clint Brooks, Chair DATE

Mary Redmond-Luce, Vice Chair DATE

Joel Pike DATE

Tim Toothaker DATE

Tammy Shufelt DATE