

LICENSED PERSONNEL QUALIFICATIONS, RECRUITMENT, SELECTION

Announcement of the open position shall be in a manner which the superintendent believes will inform potential applicants about the position. All vacancies will be posted on TeachIowa, the online state job posting system, through the Applitrak system. Applications for employment may be completed online through the North Scott website, or obtained from the school district administrative office. Completed applications shall be returned to the school district administrative office. Whenever possible, the preliminary screening of applicants shall be conducted by the school district employee who will be directly supervising and overseeing the person being hired.

The board shall employ licensed personnel after receiving a recommendation from the superintendent (except the superintendent may hire teachers without approval of the board). However, the superintendent shall have the authority to employ a licensed employee on a temporary basis until a recommendation can be made and action can be taken by the board on the position.

Positions will be filled in accordance with applicable laws and school district policies regarding equal employment. Job applicants for licensed positions shall be considered on the basis of the following:

- Training, experience, and skill;
- Nature of the occupation;
- Demonstrated competence; and
- Possession of, or ability to obtain, state license if required for the position.

Legal Reference: 29 U.S.C. §§621-634
 42 U.S.C. §§2000e, 12101 et seq.
 Iowa Code §§20, 35C, 216, 279.13
 House File 643, 2001 General Assembly
 281 Iowa Admin. Code 12.
 282 Iowa Admin. Code 14.
 1980 Op. Att’y Gen. 367.

Cross Reference: 401.2 Equal Employment Opportunity
 405.1 Licensed Personnel Defined
 405.3 Licensed Personnel Individual Contracts
 410.1 Substitute Teachers

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