

SUPPORT PERSONNEL QUALIFICATIONS, RECRUITMENT, SELECTION

Persons interested in a support personnel position will have an opportunity to apply and qualify for support personnel positions in the school district without regard to age, race, color, sex, national origin, religion, sexual orientation, gender identity, marital status, or disability. Job applicants for support personnel 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, a state or other license or certificate, if required, for the position.

Announcement of the position will be through means the superintendent believes will inform potential applicants about the position. Applications for employment may be completed online at <https://www.applitrack.com/bns/onlineapp/application.aspx?starting=true> 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 will be conducted by the school district employee who directly supervises and oversees the position.

The superintendent has the authority to hire support personnel. Such employment shall be subject to the board's approval at its next meeting when the superintendent shall present the names and salaries of the employees to the board. The superintendent also has authority to sign individual contracts if applicable.

Legal Reference: 29 U.S.C. §§621-634 (2004).
42 U.S.C. §2000e et seq. (2004).
42 U.S.C. §§12101 et seq. (2004).
Iowa Code §§35C, 216, 279.8, 294.1

Cross Reference: 401.2 Equal Employment Opportunity
411.1 Support Personnel Defined
411.3 Support Personnel Contracts
411.4 Support Personnel Licensing/Certification

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