

**SELECTION OF CERTIFIED STAFF**

When a vacancy in the professional staff occurs, the administrative staff will be responsible for seeking out the best possible candidates for the position.

Certified staff will be contracted by the Board, upon recommendation of the District Administrator. In the event a person recommended by the District Administrator is rejected by the Board, it will be the responsibility of the District Administrator to make another nomination.

All persons nominated for employment should meet all qualifications prescribed in the position's job description and all qualifications established by law for the position for which the nomination is made.

Certified staff vacancies will be posted in accordance with provisions of the current employee agreement.

ADOPTION DATE: June 14, 1999

REVISION DATE(S): March 13, 2006; February 12, 2018

REVIEW DATE(S): June 24, 2024

CROSS-REFERENCE: Administrative Guideline

LEGAL REFERENCE: