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## **RECRUITMENT AND SELECTION OF PERSONNEL**

The Board believes strong leadership and administration at the District and school levels are essential to the effective and efficient operation of the school system. Professional staff must be motivated by the philosophy and educational goals of the District, which stress the importance of each student as a creation of God. District staff will be expected to understand the basic current teachings of the Church.

### **Specifically**

1. The Board has the sole authority to recruit and select an individual for the position of Superintendent of Schools and anyone who is chosen to act in the place of the Superintendent for a period of one year.
2. In order to protect the Board from sudden loss of the Superintendent's services, the Superintendent shall ensure that a qualified staff member is designated to perform the duties of the Superintendent in the case of short-term or prolonged absence.
3. The Superintendent is delegated full authority to recruit and select staff for all positions other than his/her own.
4. The Superintendent shall maintain a Catholicity clause in all teaching contracts, and contracts of designation, that is consistent with the wording of the ACSTA's Legal Counsel.
5. For those positions requiring teacher certification, the Superintendent will attempt to hire certificated applicants who are practicing Catholics.
6. The Superintendent may, due to extenuating circumstances, make individual exceptions to this practice when the District is unable to fill vacancies, requiring teacher certification, with qualified practicing Catholics.
7. All offers of employment shall be conditional on the successful applicant providing a criminal record check and a child intervention record check acceptable to the Superintendent. Additionally, the Superintendent may require documentation certifying that the candidate is medically fit for the position.
8. The hiring committee for the position of Secretary-Treasurer shall include as least one Trustee.

Legal Reference: Section 60, 61, 113, 114, 115, 116, 117 School Act  
Freedom of Information and Protection of Privacy Act