

LICENSED EMPLOYMENT/ASSIGNMENT/SEPARATION

Recruitment, Selection, & Appointment of Certificated (Licensed) Personnel

The District shall employ certificated (licensed) personnel necessary for the proper functioning of the total educational program. The initial arrangements for employment shall be made through the administrator or supervisor and the Superintendent/designee except in the case where the Superintendent/designee is to be employed.

Initial appointment of licensed personnel shall be made at the earliest practical time prior to the school year for which the individual is employed.

Appointment to a specific position is contingent upon the student enrollment of the District. Population shifts make it imperative that there be adjustments in personnel placement. The Superintendent/designee shall have full power and authority within the provisions of collective bargaining agreements to assign, transfer and reassign teachers, other licensed personnel, and principals to their respective grades, classes, and buildings. Employees may request transfers/reassignments by completing and submitting a Transfer/Reassignment Request Form.

The terms and conditions of the employment relationship will be specified in individual contracts pursuant to NRS 391.120. The responsibility of the final authorization of all written employment contracts rests with the Board of Trustees.

The District has as its primary endeavor the providing of highly qualified staff for all positions within the District. These employees are expected to devote themselves to the total educational effort for all students.

The purpose of personnel recruitment and selection is to fill existing vacancies with individuals who meet established qualifications. It is the duty of the Superintendent/designee to establish the necessary criteria and procedures for the recruitment and selection of employees.

The following criteria shall apply to the recruitment and selection process of all District personnel:

1. Highly qualified and desirable applicants shall be actively sought.
2. Selection shall be based solely on merit, and eligibility for employment shall not be affected by the applicant's race, color, religion, age, gender, pregnancy, sexual orientation, national origin, ancestry, disability, veteran status, domestic partnership, genetic information, gender identity or expression, political affiliation, or membership in the Nevada National Guard, consistent with applicable federal, state, and local laws and regulations.

Reference: NRS 391.120

END OF POLICY