

**#4111
Recruitment / Selection**

The Board of Education recognizes that the Madison Public School System, as an institution of learning and preparation for productive, successful citizenry, has a responsibility to employ teaching and administrative professionals who represent the heterogeneity of our society. In addition, the Board shall seek employees who are capable of meeting the level of educational standards it has established through district policy, goals and objectives.

The Superintendent, or his/her designee, shall be responsible for determining the personnel needs of the school district. It is expected that the Superintendent shall seek the best qualified candidates for employment.

To this end, the Superintendent shall establish recruitment and selection procedures. Such procedures shall include the following requirements:

- Evidence of certification as required by the State of Connecticut and appropriate for the position to be filled
- Official college transcripts
- A record of teaching and other work experience
- Personal references
- A personal interview

No advertisement of employment opportunities may, by intent or design, restrict employment based upon discrimination as defined by State and Federal laws. School employees cannot be required to reside in Madison.

(cf. 2131 Superintendent of Schools)
(cf. 4112 Hiring of Personnel)

Date of Adoption: June 5, 1972
Date of Revision: October 1, 1991
Date of Technical Revision: September 17, 2013

Legal References: Connecticut General Statutes
10-151; 10-155 (f); 46a-60