



SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

Agenda Item Summary

Meeting Date: September 18, 2019

Purpose: Presentation/Report Recognition Discussion/ Possible Action

Closed/Executive Session Work Session Discussion Only Consent

From: Connie Prado, Board President

Item Title: Approve modifications to Board Policy DC (LOCAL)

Description:

Recommendation:

District Goal/Strategy:

Select a Goal or Strategy

Funding Budget Code and Amount:

CFO Approval

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APPROVED BY:

SIGNATURE

DATE

Chief Officer:

Superintendent:

EMPLOYMENT PRACTICES

DC
(LOCAL)

Personnel Duties The Superintendent shall define the qualifications, duties, and responsibilities of all positions and shall ensure that job descriptions are current and accessible to employees and supervisors.

Posting Vacancies The Superintendent or designee shall establish guidelines for advertising employment opportunities and posting notices of vacancies. These guidelines shall advance the Board's commitment to equal opportunity employment and to recruiting well-qualified candidates. Current District employees may apply for any vacancy for which they have appropriate qualifications.

Applications All applicants shall complete the application form supplied by the District. Information on applications shall be confirmed before a contract is offered for a contractual position and before hiring or as soon as possible thereafter for a noncontractual position.

Nepotism [For information related to the evaluation of criminal history records, see DBAA.]

The Superintendent shall not knowingly hire for employment with the District an individual related within any degree of consanguinity or affinity to a member of the Board or to the Superintendent.

All applicants for employment shall complete the Board-approved disclosure form indicating blood or marriage relationships to the Superintendent, current members of the Board, and/or current District employees. [See policies DBE and DK]

Employment of Contractual Personnel

The Superintendent has sole authority to make recommendations to the Board regarding the selection of contractual personnel.

The Board retains final authority for employment of contractual personnel; however, from June 1 to the regular July Board meeting, the Board delegates to the Superintendent the authority to employ classroom teachers. The Superintendent shall inform the Board of any persons offered a term contract under this authority.

[See DCA, DCB, DCC, and DCE as appropriate]

Employment of All Personnel

The Board delegates to the Superintendent the final authority to employ and dismiss noncontractual employees on an at-will basis. ~~the employment of all District personnel, both contract and noncontract, without the need for Board approval~~ so long as

EMPLOYMENT PRACTICES

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(LOCAL)

**Employment
Assistance
Prohibited**

the employee is being hired for a position for which a budget allocation exists. [\[See DCD\]](#)

The Board further delegates to the Superintendent sole authority to direct, assign, reassign, organize, reorganize, arrange, hire, and recommend for termination, or terminate an employee, as appropriate based on the employee's employment status with the District. [\[See DCA, DCB, DCC, DCD, DCE, and DK as appropriate\]](#)

No District employee shall assist another employee of the District or of any school district in obtaining a new job if the employee knows, or has probable cause to believe, that the other employee engaged in sexual misconduct regarding a minor or student in violation of the law. Routine transmission of an administrative or personnel file does not violate this prohibition. [\[See CJ for prohibitions relating to contractors and agents and DH\(EXHIBIT\) for the Educators' Code of Ethics.\]](#)