 **No. 300**

**SECTION: EMPLOYEES**

**TITLE: EMPLOYMENT**

**MEDICAL ACADEMY ADOPTED: 10/8/13**

**CHARTER SCHOOL REVISED:**

300. EMPLOYMENT

The Board places substantial responsibility for effective operation of the school with employees who are employed by the school.

The Board shall approve the employment and fix the compensation for each professional employee employed by the school. It shall also fix the term of employment or other conditions that may reflect the difference between full-time and part-time employment.

Such approval shall normally be given to those candidates for employment recommended by the Principal/CEO.

No one shall be employed who is related to any member of the Board, as defined in statute, unless such staff person receives the affirmative vote of a majority of all members of the Board other than the member related to the applicant.

No candidate shall be employed until such candidate has complied with the mandatory background check requirements for criminal history and child abuse and the school has evaluated the results of that screening process.

Any employee’s misstatement of fact - material to qualifications for employment or the determination of salary - shall be considered by the Board to constitute grounds for dismissal.

The utilization of interim employees prior to employment approval by the Board is authorized when necessary to maintain continuity in the educational program. Retroactive employment shall be recommended to the Board at the next regular meeting.

No candidate for employment shall receive recommendation for such employment without evidence of his/her certification.

The Principal/CEO shall develop procedures for the recruitment, screening and recommendation of candidates for employment in accordance with the following guidelines:

Candidates will be recruited and recommended in accordance with Board policy, and State and federal law.

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S/He shall seek candidates of good moral character for employment who possess the following attributes:

• successful educational training and experience

• scholarship and intellectual vigor appropriate for the position

• appreciation of children

• good physical health (following a conditional offer of employment)

• emotional and mental maturity and stability (following a conditional offer of employment)

S/He may apply such screening procedures as may be necessary to determine the candidate’s ability to perform the tasks for which the candidate is being considered.

S/He shall seek such recommendations from former employers and others as may be of assistance in assessing the candidate’s qualifications.

Such records shall be retained confidentially and for official use only.

S/He shall annually present to the Board the number of professional employees, temporary professional employees and others as deemed necessary.

References:

School Code111, 1106, 1111, 1142,1146, 1201

Federal Regulations P.L. 88-352 (Title VI) P.L. 92-318 (Title IX)