

PRINCIPAL RECRUITMENT

Advertising

When the Midway School Board (Board) declares an administrative position open, the Superintendent shall advertise the opening within the Midway School District (District) and may advertise through appropriate channels outside the District. Prior to advertising, the Board and Superintendent should review and, if necessary, update the position's job description. A current District employee is not eligible for Veterans Preference if applying for a different job within the District.

All job applications for principals should include a statement that applicants are eligible for Veteran's Preference and the District is an Equal Opportunity Employer.

Screening

A hiring committee shall investigate the qualifications of applicants for administrative positions. As part of this investigation, applicants shall be required to submit to a criminal history record check. The Superintendent or designee shall adjudicate criminal history records in accordance with adjudication criteria the Board has established for instructional staff. In order to qualify for an administrative position, an applicant must receive satisfactory adjudication of the criminal history record (as defined in policy DBAA-E) and possess the necessary education and experience qualifications as determined by the hiring committee using qualifications and screening standards developed in accordance with applicable law, including but not limited to Veteran's Preference for principals.

Applicants deemed to be qualified shall be eligible for an interview. The hiring committee will select at three applicants to interview and will develop questions for the interview. The hiring committee shall ensure Veterans Preference requirements are complied with.

Hiring Authority

The hiring committee shall bring hiring recommendations for administrative positions to the Board. The Board shall make final hiring decisions for all administrative positions.