

**RECRUITING AND HIRING OF ADMINISTRATIVE STAFF**

The Board affirms its commitment to the strict prohibition of discrimination in employment on the basis of race, national origin, religion, sex, sexual orientation, age, or disability, and to the principle of affirmative action to obtain wide and representative candidate pools.

In accordance with 20-A MRSA, § 1001.13, the Superintendent shall prepare a procedure designed to ensure nondiscriminatory practice in the recruitment and hiring of all positions requiring administrator certification, as well as to result in selection of the most qualified candidates. This procedure shall be designated as policy GCFB-R Recruiting and Hiring of Administrative and Professional Staff-Procedure, and shall be reviewed periodically.

Moreover, upon each occasion of administrative vacancy, the Superintendent shall review the procedure and make appropriate adaptations as may be warranted by special circumstances. In the case of a vacancy in the Superintendency, the Board shall review the procedure, adapting as appropriate.

Legal Reference: 5 MRSA § 4576  
20-A MRSA §§ 6, 254.(8-10), 1001 (13), 4502 (4A), 13011 (6), 13019-B, 13019-C

Cross Reference: AC – Nondiscrimination/Equal Opportunity and Affirmative Action  
GBJC – Retention of Application Materials  
GCFB-R - Recruiting and Hiring of Administrative Staff Administrative Procedure

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