

EMPLOYEES - Series 400

405 Licensed - General

405.3 Qualifications and Selection of Licensed Personnel

Persons interested in a licensed position, other than administrative positions which will be employed in accordance with board policies in Series 300, "Administration," shall have an opportunity to apply and qualify for licensed positions in the school district without regard to age, race, creed, color, sex, national origin, religion, gender identity, sexual orientation or disability. Job applicants for licensed positions shall be considered on the basis of the following:

1. Training, experience and skill;
2. Nature of the occupation;
3. Demonstrated competence; and
4. Possession of, or ability to obtain, state license if required for the position.

The Board of Education has the authority to officially employ all licensed staff personnel after receiving a recommendation for action from the superintendent.

The superintendent may employ a licensed staff member on a temporary basis until a formal recommendation can be made and formal action can be taken by the Board of Education on the position. Employment prior to formal Board action must be made under the following circumstances: 1) the position has been approved by the Board; 2) the position has been vacated or added during the 185 day school calendar year; and 3) immediate employment is necessary to maintain daily operation of school.

Honorably discharged persons from the military or naval forces of the United States in any way in which the United States has been engaged, including World War II at any time between December 7, 1941, and December 31, 1946, the Korean Conflict at any time between June 25, 1950, and January 31, 1955, and the Vietnam Conflict beginning August 5, 1965, and ending on May 7, 1975, and the Persian Gulf Conflict beginning August 2, 1990, and ending on the date specified by the president or the Congress of the United States as the date of permanent cessation of hostilities, who are citizens and residents of Iowa are entitled to preference in appointment and employment over other applicants of no great qualifications.

The District will verify that any individual hired after January 1, 1987, is not an "unauthorized alien" according to the Immigration Reform and Control Act of 1986.

Adoption Date:

Review Date: April 11, 2011

Revision Date: December 13, 2007

Legal References: Iowa Code Sections 20.1; 20.9; Chapter 601A
Iowa Administrative Code 640-4.1 (272A); 640-4.13
(272A); 670-15.1 (257); 670-15.43 (275); 670-35.45 (259);
670-35.45 (2), (3)

Cross References: Equal Opportunity Employment/Affirmative Action
Recruitment of Licensed Personnel