

### **PERSONNEL POLICY GOALS**

The personnel employed by the Toronto City School District constitute the most important resource for effectively conducting a successful education program. The District's program will function best when it employs highly qualified personnel, conducts appropriate staff development activities, and establishes policies and working conditions which are conducive to high morale and which enable each staff member to make the fullest contribution to District programs and services.

The goals of the District's personnel program shall include the following:

- A. To develop and implement those strategies and procedures for personnel recruitment, screening, and selection which will result in employing the best available candidates, i.e., those with the highest capabilities, strongest commitment to quality education, and greatest probability of effectively implementing the District's education program.
- B. To develop general deployment strategy for the greatest contribution to the education program and to utilize it as the primary basis for determining staff assignments.
- C. To develop a climate in which optimum staff performance, morale, and satisfaction are produced.
- D. To provide positive programs of staff development designed to contribute both to improvement of the education program and to each staff member's career development aspirations.
- E. To provide for a genuine team approach to education, including staff involvement in planning, decision-making, and evaluation.
- F. To provide competitive compensation and benefits as well as other provisions for staff welfare.
- G. To develop and utilize for personnel evaluation positive processes which contribute to the improvement of both staff capabilities and the learning process.

#### **Qualifications**

Qualifications for positions in the Toronto City School District shall be established in the job description for the position. In general, the Board will approve qualifications that indicate that the candidate for a position has the training and professional competency to satisfactorily contribute to the achievement of the goals and objectives adopted by the Board. The qualifications for credentialed personnel are established by the State Board of Education and are the minimum qualifications required by the Board.

### Recruitment

The Superintendent shall have the responsibility for determining the personnel needs of the School District and for recommending qualified candidates for employment by the Board. The Board will employ the best qualified applicant for each position without regard to race, color, creed, national origin, age, sex, marital status, disability, or religion.

### Appointment

The Board shall employ all personnel of the School District in accordance with state law.

The Superintendent shall insure that all persons nominated for employment meet all qualifications established by law and by the Board for the type of position for which the nomination is made.

Between Board meetings, the Superintendent may appoint temporary replacement personnel who shall be subject to approval by the Board at its next regular meeting.

A candidate for a position in the School District shall provide all information and documents as required by the Superintendent prior to nomination for the position. Falsification and/or misrepresentation of information or credentials by a candidate for employment who is subsequently employed by the Board shall be grounds for termination of the employee's contract.

Credentialed employees are responsible for maintaining a valid certificate/license for their positions for the current school year. Failure to record with the Board evidence of a valid, current certificate/license shall render the employee's contract null and void.