

PROFESSIONAL STAFF HIRING

Through its employment policies, the Milton Public Schools will strive to attract, secure, and hold the highest qualified personnel for all professional positions. The selection process will be based upon the hiring of candidates who will devote themselves to the education and welfare of the children attending the Milton Public Schools.

It is the responsibility of the Superintendent, and of persons to whom he/she delegates this responsibility, to determine the personnel needs of the Milton Public Schools and to locate suitable candidates. No position may be created without the approval of the School Committee. The district's goal is to employ and retain personnel who are motivated, will strive always to do their best, and are committed to providing the best educational environment for the children

It will be the duty of the Superintendent to see that persons considered for employment in the schools meet all certification requirements and the requirements of the Committee for the type of position for which the nomination is made.

The following guidelines will be used in the selection of personnel:

1. There will be no discrimination in the hiring process due to race, color, creed, religion, gender, sex, sexual orientation, gender identity, gender expression, gender conformity, gender variance, gender transition, transgender status, national origin, age, genetic information, disability, pregnancy, or veteran status;
2. Attention will be given to staff diversity;
3. The quality of instruction is enhanced by a staff with a wide variation in background, educational preparation, and previous experience; and
4. The administrator responsible for the hiring of staff members for school system-wide positions, and for the position of Principal, is the Superintendent. The administrator responsible for building based personnel is the Principal, subject to the approval of the Superintendent. The administrator responsible for hiring is directed to establish a representative screening process. This process may, and for Principal and Assistant Principal Positions shall, include a representative screening committee. The administrator has the final say in determining who will be hired but it is expected that the screening committee's input will be a factor in the decision.

The Milton Public School system is an equal opportunity employer. In addition to federal law requirements, the Milton Public School system complies with applicable state and local laws governing nondiscrimination in employment in every location in which the District has facilities. We will not discriminate and will take affirmative action measures to ensure against discrimination in all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training. The Milton Public Schools expressly prohibit any form of workplace harassment based on race, color, creed, religion, gender, sex, sexual orientation, gender identity, gender expression, gender conformity, gender variance, gender transition, transgender status, national

origin, age, genetic information, disability, pregnancy, or veteran status. The following person has been designated to handle inquiries regarding the non-discrimination policies: Assistant Superintendent for Curriculum and Human Resources, 25 Gile Road, Milton, MA 02186, Phone: 617-696-4812.

LEGAL REF: M.G.L. 69:6; 71:38; 71:38G; 71:39; 71:45; 71:59B

Massachusetts Board of Education Requirements for Certification of
Teachers, Principals, Supervisors,

Directors, Superintendents and Assistant Superintendents in the Public

Schools of the Commonwealth of Massachusetts, revised 1994

BESE 603 CMR 7:00, 26:00, and 44:00

REC'D: NESDEC

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