

## Saskatchewan Rivers School Division No. 119 Policy Manual

**Policy Name:** Hiring and Termination of Employees

**Policy Type:** Employees

Number: 3090

Date Approved: November 28, 2005

Legal Reference:

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The Director of Education or designate will hire and terminate employees. All hiring and terminations will be ratified by the Board of Education (the Board).

**Guidelines:**

1. The Director or designate will establish appropriate hiring committees.
2. A trustee will be part of all committees established to select a school-based administrator.
3. The Director or designate may release the results of a job competition prior to Board ratification of the Director's recommendation.
4. This policy will respect staffing provisions as set out in current collective agreements, Saskatchewan Learning's policy governing Community Schools, Policy 3030: Teacher Transfer, and Policy 9020: Roles and Responsibilities of Parent and Community Advisory Groups.
5. The Director or designate shall ensure that individuals recommended for employment provide to the Division a criminal record check prior to Board ratification of the contract of employment.