

EMPLOYMENT PRACTICES

It is the policy of the Holdenville Board of Education to take action concerning the renewal or non-renewal of all certified employees' contracts on or before the 1st Monday in June each year. If the board of education plans not to renew a teacher's contract the teacher must be notified by registered mail prior to the 1st Monday in June.

The district will provide reasonable assurance in writing to support employees that the district intends to employ for the subsequent school year June 1st or ten days after the effective date of the appropriations bill.

The superintendent shall recommend candidates for administrative, support and certified positions to the board. The principal(s) shall be consulted on the employment and retention of teachers.

All teachers must have a valid Oklahoma Teaching Certificate for the area in which they are assigned to teach and this certificate must be on file in the superintendent's office. Should a teacher be employed prior to receiving a certificate and fail to receive same, the teacher's contract may immediately be deemed null and void.

Among other requirements for employment, the superintendent shall insure that prospective employees produce legally sufficient documents showing citizenship status. The superintendent may develop rules and regulations governing employment practices. Such rules and regulations, if developed, must be approved by the board of education and shall become a part of this policy.

In the event the board decides not to employ a candidate who is recommended by the superintendent, further recommendations should be made to the board by the superintendent until a selection is made.

If an individual is employed to complete the position vacated by the regular teacher who is on a leave of absence due to illness, this employment will terminate either when the regular teacher returns to one's duties or at the end of the school term. If such replacement

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proves satisfactory the individual will be given preferential consideration for reemployment if there is an appropriate vacancy.

The employment of any person with this school district shall not be made or excluded on the basis of age, sex, race, religion, national origin, handicap, pregnancy, parenthood, marriage, or for any reason not related to individual capability to perform in the position for which employed. In accordance with Oklahoma Statutes Title 70, Section 5-113.1, the board of education shall not consider for employment in any capacity a relative within the second degree of consanguinity or affinity of a board member.

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