

Assistance to the Principal in Selection of School Personnel

KRS160.345(2)(i)11

Vacancy – The principal shall inform the superintendent of any resignation of school employee assigned to his/her school, or other vacancy. The superintendent shall be the one to declare the position as vacant.

Consultation – The principal shall inform the council, either at a regularly scheduled or special called meeting of any vacancy and seek the council's input regarding the filling of any vacancy.

Interview – It is acknowledged that the superintendent will provide a slate of candidates for each position. Promising candidates shall be interviewed by the principal and an ad hoc interview committee.

Selection – The principal shall be responsible for making a recommendation in closed session of SBDM (KRS61.810) when filling all vacancies – both certified and classified.

Reporting – The principal shall report his/her choice of an employee to the superintendent in writing.

Emergency Situations – When an emergency is declared, selection of employees may be done by the principal without consultation with the council. An emergency shall be defined as the need to employ a person at a time when a quorum of council members are not available for consultation, when immediate commitment to a candidate is needed in order to assure employment of the candidate or when immediate employment of a candidate is needed to begin school or to continue a school program after the school year has begun. The principal shall notify council members at their next regularly scheduled meeting of the selection of school personnel to resolve an emergency.