

Descriptor Term	Descriptor Code	Issue Date	Revised
ADMINISTRATORS SCREENING COMMITTEE POLICY	GBSB	6-11-91	6-21-93 May 9, 2007 May 16, 2016

A committee for vacancies in administrative positions will be formed to screen candidates for the position. The representatives of each committee will be selected as follow:

1. The classroom teachers and the certified support staff member for the principal's screening committee will be elected each September from each division of the district.
2. The certified support-staff member will be elected by the support staff of each division.
3. Should an additional certified staff vacancy occur during the school term an election shall be held as in September to elect a replacement.
4. Should an additional certified staff vacancy on either committee occur after the school term the remaining representatives from that branch of the school shall appoint a replacement.
6. The selection of the non-teaching members of both committees is described below. Elected or appointed positions for non-teaching members will not be filled until an actual vacancy occurs.

A. Principal Screening Committee

1. Three (3) classroom teachers
2. One (1) certified support-staff member
3. One (1) superintendent
4. One (1) school board members elected by the board
5. Two (2) community members chosen by the school board
6. Two classified employees of the campus where the vacancy occurs elected by the Classified Personnel Policies Committee

B. Superintendent Screening Committee

1. Two (2) teachers, classroom or certified support staff, elected by the Personnel Policies Committee (PPC). one (1) from K-5 and one (1) from 6-12
2. Two (2) principals. The principals shall be selected from the two campuses not represented by the teachers chosen as describe above.
3. One (1) board members elected by the board
4. One (1) business community members chosen by the school board
5. The District Treasurer and one other classified employee from the district elected by the Classified Personnel Policies Committee (CPPC)
6. One (1) parent chosen by the school board

After reviewing candidates for the position, the screening committee will report its recommendation to the school board.