

## **HIRING OF EXCLUDED STAFF**

### **Background**

The District wishes to ensure that the best qualified candidates are hired for management or excluded positions.

Further, the District is committed to a fair selection process and to providing equal employment opportunity for all individuals in every aspect of its personnel procedures and practice, including recruitment, selection and promotion.

The procedures specify the process for hiring management or excluded personnel.

### **Procedures**

#### **1. Responsibility for Hiring**

- 1.1 The Board is directly responsible for the selection of the Superintendent.
- 1.2 The Superintendent is responsible for the management of the selection of excluded staff.

#### **2. Consultation**

- 2.1 The selection of excluded staff shall involve an ad hoc committee who will provide advice to the Superintendent in the selection process.
- 2.2 Such an ad hoc committee may include representatives of senior administration, education partners and representatives of employee groups.

#### **3. Confidentiality and Freedom of Information and Protection of Privacy**

- 3.1 The Superintendent and/or the Secretary Treasurer shall ensure that all participants in the process are aware of their obligations and indicate their agreement to comply with all ethical and statutory requirements in the hiring process.

Reference: Sections 17, 18, 20, 22, 23, 65, 85 School Act  
Employment Standards Act  
Collective Agreements

Adopted: January 25, 2011  
Revised: September 25, 2011; June 25, 2019