Purpose: To establish the basic structure for the creation of professional staff positions.

All professional staff positions will be created by the board. On the recommendation of the superintendent, the board will classify and authorize positions for professional personnel that are necessary for the operation of the district's educational program and related services.

In each case, the board will approve the broad purpose and function of the position as recommended by the superintendent. The superintendent or his/her designee will develop the job description of the position and will be responsible for the employment of a person who meets the stated purpose and function of the position, as indicated in the job description. The chief human resources officer or his/her designee will develop the job description of the position and will be responsible for the employment of a person who meets the stated purpose and function of the position, as indicated in the job description. Job descriptions require the approval of the superintendent.

Job descriptions

The Chief Human Resources Officer will be responsible for writing and maintaining job descriptions covering qualifications, essential duties and other details pertaining to all professional staff positions in the school system.

As the board is responsible for establishing positions, only the board may temporarily discontinue or abolish a position.

Adopted 11/28/72; Revised 11/12/02,