

Decatur County Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Director of Schools Recruitment and Selection	Descriptor Code: 5.801	Issued Date: 09/14/17
		Rescinds: 5.801	Issued: 07/13/17

1 When a vacancy occurs, the appointment of a director of schools is a function of the board.¹ The board
2 is responsible for finding the person it believes can most effectively translate into action the policies of
3 the board and the goals of the community and the professional staff.

4 The board may employ a consultant to advise and assist the board in the search and selection process.
5 However, final selection shall rest with the board after a thorough consideration of qualified applicants.
6 A board member may not apply for or in any other way be considered for the position of director of
7 schools.²

8 If the board chooses to conduct a search to fill the position, the board shall initially develop the
9 following:

- 10 1. A job description;
- 11
- 12 2. A timeline;
- 13
- 14 3. A process for accepting and reviewing applications; and
- 15
- 16 4. Selection procedures which shall include, but not be limited to, the following:³
 - 17
 - 18 a. The board may invite the community, including board employees, to participate in the
19 process of selecting a director of schools. Resumes of persons interviewed by the board
20 shall be available in the central office for public inspection.
 - 21
 - 22 b. The interview process for each finalist shall include meetings with various staff and
23 community groups and an interview with the entire board.
 - 24
 - 25 c. Candidates shall be interviewed by the board in an open session. Only board members
26 will be allowed to ask questions during the interview.
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 - 28 d. The board shall attempt to select a director by unanimous vote, but a simple majority
29 vote of the membership of the board shall be required for the appointment of a director
30 of schools.

Legal References

1. TCA 49-2-203(a)(14)
2. TCA 49-2-203(a)(1)(D)
3. TCA 49-2-203(a)(14)(B)