

Franklin Special Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Director of Schools Recruitment and Selection	Descriptor Code: 5.801	Issued Date: 02/09/15
		Rescinds: 5.801	Issued: 10/01/01

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.

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5 The Board may employ a consultant to advise and assist the Board in the search and selection process.
6 However, final selection shall rest with the Board after a thorough consideration of qualified applicants.
7 An interim director of schools appointed during the time of a search shall not become a candidate unless
8 the Board expressly permits such inclusion in the selection procedures. A Board member may not apply
9 for or in any other way be considered for the position of director of schools.²

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11 Prior to conducting a search to fill the position, the Board shall initially develop the following:

- 12 • a job description
- 13 • a timeline
- 14 • a process for accepting and reviewing applications
- 15 • selection procedures which shall include, but not be limited to, the following:³

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17 1. The Board shall invite the community, including Board employees, to participate in the process
18 of selecting a director of schools by suggesting selection criteria, participating in sessions with and
19 asking questions of the candidate and by attending Board interviews with the candidates. Resumes
20 of persons interviewed by the Board shall be available in the central office for public inspection.
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- 22 2. The interview process for each finalist shall include meetings with various staff and community
23 groups and an interview with the entire Board.
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- 25 3. Candidates shall be interviewed in an open session.
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- 27 4. The Board shall attempt to select a director by unanimous vote, but a two-thirds vote of
28 the membership of the Board, representing the simple majority as a Board consisting of six
29 members, shall be required for the appointment of a director of schools.
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Legal References:

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