

MARSHALL COUNTY SCHOOL SYSTEM

Administrative Procedures

5.0

Effective Date: 02/27/19

Revised Date:

Section: Personnel

Subject: Recommendations and File Transfers

Related Policy: 5.203 Recommendations and File Transfers

I. DEFINITIONS

II. PROCEDURES

In accordance with the Every Student Succeeds Act (ESSA), no employee, contractor or agent of the Marshall County School System shall provide a recommendation of employment for an employee, contractor or agent that the Board of Education or school or the individual acting on behalf of the Board of Education or school, knows, or has probable cause to believe, has engaged in sexual misconduct with a student or minor in violation of the law. Only routine procedures regarding the transmission of administrative or personnel files are allowed. Any more information aimed at helping the employee gain new employment is prohibited.

All employment inquiries regarding such individuals shall be directed to the office of Human Resources or the Director of Schools.

III. ATTACHMENTS

Signature on File

Jacob Sorrells, Director of Schools