The Salem School District fills its job requirements by selecting from the available labor force those applicants best qualified to perform the work in safety to themselves and others. The school district does not discriminate against any employee or applicant for employment because of age, race, creed, color, sex, national origin, handicap, or membership in any lawful organization.

The board expects the Superintendent of Schools to assume responsibility for all aspects of personnel administration, such as the selection, hiring, orientation, supervision, in-service development, and continued employment. The board expects a well designed and carefully maintained system with emphasis on service to the student and safety of all school personnel.

The Superintendent is directed to bring promptly to the board’s attention any abuses or potential violations of this trust imposed upon employees which, in the Superintendent’s judgment, appear beyond his/her authority or ability to correct.

The board authorizes the Superintendent of Schools to seek candidates for administrative positions able to meet the certification requirements for the position. Consideration shall be given to the following:

1. Professional preparation
2. Letters of recommendation
3. Demonstrated competence or promise
4. Interview with the candidate
5. Interview with appropriate persons knowledgeable about the candidate’s experience and background
6. Compatibility with people and programs
7. Physical vigor.

Candidates for positions should apply to the Superintendent of Schools. Efforts should not be made to obtain a position by means of influence other than those represented by personal and professional qualifications.

If a candidate is under contract, the Superintendent, or his designee, shall secure permission from the employing Superintendent before following up a request for employment by interview.

When a position is filled, unsuccessful candidates should be notified.

The Superintendent shall nominate, and the school board shall elect, all administrative personnel. RSA 189:39.