

G-25 PROFESSIONAL STAFF HIRING

The Superintendent is responsible for the selection and recommendation for employment of all employees in the Plainfield Community School Corporation. The Board may disapprove any recommendation made by the superintendent, but it may employ personnel only on the recommendation of the superintendent. The superintendent may present a list of recommended candidates from whom the Board may make a selection. The Board may interview applicants for any position.

Race, disability, religion, creed, sex, age, or national ancestry shall not be considered in appointment, assignment, promotion, salary determination, or other terms of employment by the district. The process of staff selection or promotion in the Plainfield Community School Corporation shall be free from pressures considered detrimental to the best conduct of the public schools. This policy is based upon the following principles:

1. Ability to fulfill the responsibilities of the position efficiently as judged by all pertinent standards is the sole basis of selection, (skill, knowledge, personal qualifications, and potential for growth).
2. The use of political, social, or other pressures may disqualify the applicant for a position from any further consideration.

The employment of any staff member is not official until the contract is signed by the candidate and approved by the Board.

TEACHING EXPERIENCE

The minimum amount of service to be counted as one year of creditable experience shall be the equivalent of 120 days acquired under contract during the regular school term. A half-year shall be credited for service equivalent to sixty (60) days or more, but less than one hundred and twenty (120), acquired under contract during the regular school term. Two half-years of credit may be combined, but not to exceed one year. Not more than one year of creditable service shall be granted for services rendered within a twelve-month period beginning July 1, and ending June 30.

One school year (or one-half as defined above) of teaching experience while under contract in any of the following categories shall be recognized as one year of experience.

1. Teaching experience while under contract in any accredited public elementary or secondary school and other experience recognized by the Indiana Teachers Retirement Fund (IC 21-6.1-4).
2. Teaching experience while under contract in any elementary or secondary school maintained by the U.S. Government, or teaching experience gained in federally funded programs, as approved by the Commission.
3. Any publicly supported college or university while under contract accredited by a nationally recognized accrediting association.

Plainfield Community School Corporation shall recognize up to eight (8) years of experience in the following categories:

1. Any publicly or privately supported college, university, or institution accredited by the duly authorized state agency of any other state.
2. Any private or parochial school certified by the Indiana Department of Education.
3. Any private or parochial school recognized by the duly authorized state agency of any other state.
4. Any experience reported for state support prior to the promulgation of this rule.

The Plainfield Community School Corporation shall have the option of recognizing journeyman-level experience for teachers holding a non-conventional license.

The Plainfield Community School Corporation shall translate military experience of a person licensed to teach in Indiana into teaching experience as follows:

1. Eight months of either military service or military service combined with teaching experience shall be equivalent to one year teaching experience, provided such service shall occur within the school year beginning July 1, and ending June 30.
2. Military experience substituted shall not exceed four years.
3. The provision of this section shall apply to all veterans who took the oath of allegiance, wore the uniform, served in either combat or non-combat unites, and were discharged under honorable conditions.

Responsibility for verifying any experience to be credited rests with the employee.

A certified staff member shall not be employed at or transferred to the same school as his or her spouse, if his or her spouse has any supervisory authority over his or her performance of duties at the same school. An exception to the policy would be made if the staffing need is based upon a shortage area and all attempts have been made to identify a qualified individual.

SOURCE: Plainfield Community School Corporation
Plainfield, IN

ADOPTED: Prior or 08/01/72

REVISED: 08/01/72, 06/12/79, 04/14/80, 06/14/80, 06/14/82, 01/25/90, 09/09/93,
04/13/00, 10/12/06, 04/10/08, 2/11/2016