



Screening and Hiring Educational Staff Policy

Those applying for a teaching position at Bridgewater Academy must:

- a) Show evidence that they will possess a regular license applicable to the position by the effective date of their assignment, or must otherwise meet the legal requirement established by the State Board of Education.
- b) Be recommended by a reputable teacher-training institution or, if they have prior experience, by the district or districts in which they were previously employed.

Candidates shall be interviewed by a selection committee consisting of any and/or all of the following; the school director, one or more teacher representatives from the grade or department(s) in which the vacancy occurs, members of the school board, and employees of the school's business management company. The selection committee shall make a hiring recommendation to the director, who shall make the final decision.

The selection committee shall be provided with guidelines explaining proper interviewing procedures which shall be reviewed prior to interviewing any candidate.

Candidates who are interviewed by the selection committee shall be told the date by which it is anticipated that the hiring decision will be made. Once a vacancy is filled, all interviewees shall be notified in a timely manner. If the hiring decision is delayed by more than two weeks, the interviewees shall be notified of the delay.

Highly Qualified Requirement Educators are expected to meet Highly Qualified requirements for the subject(s) for which they are assigned. However, no teacher shall be required to become Highly Qualified in a subject for which they are not assigned.