

<p>ELK ISLAND CATHOLIC S.R.D. NO. 41</p> <p>LEGAL REFERENCES: <i>School Act</i>, Section 44, 78</p> <p>CROSS REFERENCE: HICC, School volunteers</p>	<p>CODE: GBA-Policy</p> <p>TITLE: Hiring of Teachers</p> <p>ADOPTION DATE: April 18, 2001</p> <p>REVISION DATE:</p>
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The Board delegates to the Superintendent the responsibility to employ a quality professional teaching staff, and administrative staff whose philosophy and performance are consistent with the teachings of the Catholic Church and the Board’s Mission, Beliefs, Values and Goals. The Board reserves unto itself authority to make appointments to the position of Superintendent and Secretary Treasurer.

The Board believes that every effort should be made to screen employees of the Division. All new employees, effective immediately, shall be required to provide a Criminal Record Check as a condition of employment.

<p>ELK ISLAND CATHOLIC S.R.D. NO. 41</p> <p>LEGAL REFERENCES: <i>School Act</i>, Sections 44, 78</p> <p>CROSS REFERENCE: CA, School - Based Leadership</p>	<p>CODE: GBA-Guidelines</p> <p>TITLE: Hiring of Teachers</p> <p>ADOPTION DATE: April 18, 2001</p> <p>REVISION DATE:</p>
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1. Principals shall be consulted regarding the qualifications necessary to fill staff vacancies within their schools.
2. Teaching and Administrative vacancies will be advertised within the Division and external advertising may be undertaken if deemed necessary.
3. When selecting teaching and certificated administrative staff, the following criteria shall apply:

- 3.1 Evidence that the candidate is a practising Catholic by provision of appropriate references;
 - 3.2 Academic qualifications;
 - 3.3 Religious education;
 - 3.4 Organizational ability;
 - 3.5 Leadership potential;
 - 3.6 Willingness to be an integral part of the religious studies program;
 - 3.7 Willingness to participate in co-curricular and extra-curricular programs;
 - 3.8 References;
 - 3.9 Experience as established by evaluation reports; and
 - 3.10 Practicum reports.
4. All promotion opportunities shall be posted in each school and at Central office for a minimum of ten teaching days prior to consideration by the employing supervisor. A deadline date shall be included in all postings.
5. Criminal Record Checks are confidential and will be maintained in the employee's personnel file at the Catholic Education Centre.

All contracts issued shall be contingent upon receipt of a Criminal Record Check within ten (10) days of the offer of employment.

<p>ELK ISLAND CATHOLIC S.R.D. NO. 41</p> <p>LEGAL REFERENCES:</p> <p>CROSS REFERENCE:</p>	<p>CODE: GBA-Exhibit</p> <p>TITLE: Hiring of Teachers</p> <p>ADOPTION DATE: April 18, 2001</p> <p>REVISION DATE:</p>
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Most positions with Elk Island Catholic S. R. D. No. 41 involve contact with children or students. For this reason all persons who seek employment with the Division are required to answer the following two specific questions:

- (a) Have you ever been convicted* of a criminal offence?
Yes____ No____
- (b) Are there currently any outstanding criminal charges against you?
Yes____ No____

When your application is considered for a specific position you will be required to provide a current statement from the RCMP or local police department verifying your criminal record status. If the answer to either question is "yes" a full criminal record check will be required. A conviction for a crime does not automatically disqualify you for employment. Elk Island Catholic S. R. D. No. 41 will consider the nature of any conviction in relation to the position for which you are applying. All documents required by the Division shall be provided at the expense of the applicant.

*Conviction means the final judgment or verdict or a finding of guilty, a plea of guilty, or a plea of nolo contendere (no contest) in any court of competent jurisdiction in a criminal case. Conviction does not include a final judgment which has been expunged by pardon, reversed, set aside or otherwise rendered invalid."