

Obion County Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Director of Schools Recruitment and Selection	Descriptor Code: 5.801	Issued Date: 05/12/08
		Rescinds: 5.801	Issued: 02/02/04

1 When a vacancy occurs, the appointment of a director of schools is a function of the Board.¹ The Board is
2 responsible for finding the person it believes can most effectively translate into action the policies of the
3 Board and the goals of the community and the professional staff.

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5 The Board may employ a consultant to advise and assist the Board in the search and selection process.
6 However, final selection shall rest with the Board after a thorough consideration of qualified applicants.
7 An interim director of schools appointed during the time of a search shall not become a candidate unless
8 the Board expressly permits such inclusion in the selection procedures. A board member may not apply
9 for or in any other way be considered for the position of director of schools.²

10 Prior to conducting a search to fill the position, the Board shall initially develop the following:³

- 11 • a job description
- 12 • a timeline
- 13 • a process for accepting and reviewing applications
- 14 • selection procedures which shall include, but not be limited to, the following:

- 15 1. The Board may invite the community, including board employees, to participate in the process of
16 selecting a director of schools. Resumes of persons interviewed by the Board shall be available
17 in the central office for public inspection.
- 18 2. The interview process for each finalist shall include meetings with various staff and community
19 groups and an interview with the entire board.
- 20 3. Candidates shall be interviewed by the Board in an open session. Only board members will be
21 allowed to ask questions during the interview.
- 22 4. The Board will attempt to select a director by unanimous vote, but a **two-thirds** vote of the
23 membership of the board shall be required for the appointment of a director of schools.

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34 Legal References:

- 35 1. TCA 49-2-203 (a)(15)(A)
 - 36 2. TCA 49-2-203 (a)(1)(D)
 - 37 3. TCA 49-2-203 (a)(15)(F)
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