RIVER VALLEY SCHOOL DISTRICT

660 West Daley Street ≈ Spring Green, Wisconsin 53588 ≈ Phone: 608-588-2551

Professional Staff Recruiting/Hiring

The Board has the legal responsibility for approving the employment of all professional staff. While this responsibility cannot be waived, the Board assigns the responsibility for staff member recruitment to the district administrator. The district administrator shall post professional staff vacancy notices in each school in accordance with provisions of the current employee agreement. In addition, he/she shall inform appropriate placement agencies of any professional staff vacancy and seek out the best possible candidates for such positions.

Applications are only accepted on WECAN (electronically). It is the RVSD's practice to not accept applications if there is not a job opening.

Professional staff members shall be contracted by the Board, upon recommendation of the district administrator. Persons recommended for employment shall meet the qualifications established by law and by the Board for the type of position for which the recommendation is made.

All persons employed by the River Valley School District shall complete the necessary employment forms and be subjected to a background check as required by state and federal laws and regulations.

LEGAL REF.: Wisconsin Statutes Sections 111.31 - 111.39
118.195
118.20
118.22
118.24
120.12(1)
121.02(1)(a)
103.15
ADA
ESEA
PI34

CROSS REF.: Policy #511 - Equal Opportunity Employment
Policy #532 - Professional Staff Contracts
River Valley All Staff Employee Handbook

APPROVED: June 8, 1989
REVISED: August 12, 1999
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REVISED: October 8, 2015
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