

Downey Unified School District

CERTIFICATED PERSONNEL

SUMMER SCHOOL PERSONNEL

AR 4121

Specific Criteria for Teaching Positions

Teachers are selected on the basis of professional preparation and effectiveness in each specific subject field.

Primary consideration in selection of teachers is based upon securing the best qualified instructor for a given assignment as determined by the principal and his/her supportive staff. This determination shall be made without preference toward the teacher's tenure or seniority status.

1. Current employees shall be given first priority consideration for available positions.
2. New hires for the succeeding school year shall have second priority consideration for available positions.
3. Teaching assignments will not be filled from outside the District unless there are specialized assignments.
4. Selection and recommendations for appointment of summer school teachers shall be the responsibility of the site administrator.
5. No priority shall be given for early applications. Applicants must file their applications prior to the deadline established by the Personnel Office to be eligible for selection.

Screening of Employees

A list of available teachers shall be compiled by the Personnel Office from the applications received. Principals shall utilize this list in selecting supplementary personnel for their summer school staff.

Summer school principals will provide for each teacher a list of anticipated course offerings prior to the application deadline.

Where there is a limited employment demand in certain subject areas, principals shall exercise a rotational selection of teachers who are equally qualified.

The names of recommended summer school teachers shall be submitted to the Assistant Superintendent, Personnel Services, through an Employee Requisition process prior to the presentation to the Superintendent and the Board of Education.