

ADMINISTRATIVE PROCEDURE

INSTRUCTION

Hiring Extra-Curricular Positions

Morton District 709 will follow these procedures when filling extra-curricular positions. All attempts will be made to hire the most qualified person for the position using the criteria listed below.

1. Morton 709 certified employee in the same building
2. Morton 709 certified employee in District 709
3. Certified teacher outside of District 709
4. Non-certified person with either ASEP or substitute certification

Morton District 709 Board of Education, Superintendent or his/her designee, reserves the right to make any recommendation based on the best interest of all students involved.

ADOPTED: March 7, 2006

REVIEWED: December 22, 2010; November 25, 2013