Lowe Elementary School SBDM Council Policy
Consultation for Selection of Personnel Other Than the Principal

After the Council has determined a vacancy in a certified or classified position exists within the school, the Principal shall inform the Superintendent of the vacancy and the district’s transfer policies become effective.

If the position is not filled through the transfer policy, the Superintendent will provide a slate of candidates for each vacant position. An Interview Committee shall be formed and chaired by the Principal consisting of any combination of certified staff, classified staff, and parents. All SBDM members will be invited to participate on interview committees.

The Interview Committee shall review applications and support materials of the candidates in closed session and interview the candidates for the position. The Interview Committee shall then make recommendations to the Lowe SBDM Council. Within a week of conclusion of the interview process, the Council shall meet, and make a recommendation to the Principal. After consideration is given to the SBDM Council recommendation, the Principal shall make the final selection and submit this to the Superintendent as required by KRS 160.345 (2)(h). All timelines will be shortened when a position is required immediately due to the needs of students. For consultation only, all committee members present will constitute a quorum.

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SBDM Council Chairperson: Austin Allain