

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

Personnel – Certified/Non-Certified

P4112

Appointment and Conditions of Employment

The Enfield Board of Education delegates the Superintendent the authority to hire certified (except administration), and supplementary positions. In the case of administrative or supervisory personnel, the Superintendent shall nominate a candidate to the Board.

The Superintendent also has the authority to hire support and substitute personnel. On a monthly basis at a minimum, the Superintendent shall notify the Board of those individuals who have been hired.

The Superintendent shall make it an object of paramount interest to secure competent teachers and other employees for the schools. For each vacancy, the Superintendent shall select the ablest and best qualified candidate available. The Superintendent shall ensure that all certified personnel to be employed meet state requirements for the position.

The Superintendent shall conduct an annual review of supplemental pay positions to determine their continued need.

The following guidelines shall be observed in hiring personnel:

1. Residence shall not be a factor.
2. No member of the immediate family of any member of the Board of Education shall be employed in any continuing capacity by the Board. This is not to be construed as requiring the resignation of any employee should a member of his/her immediate family be elected to the Board of Education.
3. Relatives of professional administrative or supervisory personnel shall not serve under the supervision of the administrator or supervisor to whom they are related. This is not to be construed as requiring the resignation of any person already in the employ of the Board of Education.
4. Temporary appointments of a relative as described in paragraphs 2) and 3) above may be made.
5. The “wage range” of the position for which an applicant is applying will be provided, upon the earliest of (a) the applicant’s request, or (b) prior to or at the time the applicant is made an offer of compensation.
6. Employees will be provided with the wage ranges when their position with the District changes, or when they first request it.

The Board will not discriminate in the amount of compensation paid to any employee on the basis of

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sex/gender. Any pay difference between employees due to gender must be proven to be based upon a (1) seniority system; (2) merit system; (3) system that measures earnings by production quantity or quality; or (4) differential system based on a bona fide factor other than sex, such as education, training, experience, credentials, skill, and geographic location.

(cf. 4141 – Salary Guides)

Legal Reference: Connecticut General Statutes

10-151 Employment of teachers. Definitions. Notice and hearing on failure to renew or termination of contract. Appeal.

10-153 Discrimination on account of marital status.

10-155f Residency requirement prohibited.

31-40z Penalizing employees for discussion or disclosure of wage information prohibited. Enforcement. (as amended by P.A. 21-30)

31-75 Discrimination on the basis of sex. Prohibited practice. Employer demonstration. (as amended by P.A. 21-30)

46a-60 Discriminatory employment practices prohibited.

P.A. 21-30 An Act Concerning the Disclosure of Salary Range for a Vacant Position.

Title VII, Civil Rights Act as amended by Title IX, Equal Employment Opportunity.

Policy Adopted: September 27, 2022