

**Neah-Kah-Nie
School District 56**

Code: **GCCA**
Adopted: 11/12/01
Readopted: 2/11/08
Orig. Code(s): GCCA

Posting of Licensed Staff Vacancies

The district shall attempt to recruit the most suitable qualified applicants for filling any teaching or administrative positions.

All postings will notify applicants that equal employment opportunity and treatment shall be practiced by the district. The employers' duties under the Americans with Disabilities Act, including the duty to reasonably accommodate upon request and with appropriate advance notice, will be clearly stated.

Announced vacancies will be posted in all buildings, in an appropriate format to ensure effective communications with all individuals, including those with disabilities. A copy of the posting will be sent to association representatives consistent with applicable provisions of the collective bargaining agreement. During the summer vacation such notices will be mailed to the president of the association. All notices will include the following information:

1. Job title;
2. Qualifications;
3. Special requirements;
4. Terms of employment;
5. Salary range; and
6. Selection calendar.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2006); 28 C.F.R. Part 35 (2006).