

All professional personnel must be employed by the Board of Education upon the recommendation of the Superintendent of Schools. Professional personnel must meet all minimum qualifications as established by the Professional Standards Commission. The Superintendent of Schools is authorized to place under temporary employment professional personnel to fill vacancies as needed, provided all employment policy and procedure requirements have been applied and cleared. Board of Education approval of such employees shall be requested at the next board meeting where official personnel action shall be taken.

The Board prohibits personnel assignments which require the direct supervision of one family member over others of the immediate family. Immediate family is defined as father, mother, brother, sister, son, daughter or spouse of the employee concerned.

**Employment contracts of professional personnel shall be in writing. Such contracts shall be signed electronically by professional employees on their own behalf and by the Superintendent of Schools on behalf of the Board of Education.** All employees of the Board of Education must take an oath of allegiance to hereby solemnly swear and affirm to support the Constitution of the United States and the Constitution of Georgia, required by O.C.G.A. 45-3-11. No employee who fails to take and subscribe to such will be employed in any capacity paid from public funds.

The Board of Education does not discriminate on the basis of sex, age, race, handicap, religion or national origin in the educational programs and employment opportunities in facilities or programs operated by the Columbia County Board of Education. Professional employees must be American citizens or aliens who are authorized to work in the United States as required by the Immigration Reform and Control Act of 1986.

**PROCEDURE: YES**

**ADOPTED: 8/13/91**

**REVISED: 12/14/93, 10/01/97, 8/10/99**

**Columbia County Board of Education**