



Book District Policies - Lafourche Parish Public Schools  
Section C: General School Administration  
Title Employment Of Administrative Personnel  
Number CGD  
Status Active  
Legal [La. Rev. Stat. Ann. §§11:708, 11:791](#)  
[La. Rev. Stat. Ann. §§15:587, 15:587.1](#)  
[La. Rev. Stat. Ann. §§17:15, 17:81](#)  
[La. Rev. Stat. Ann. §§23:897](#)

The Superintendent shall be responsible for the appointment of all administrative personnel.

The Superintendent shall be required to consult with teachers prior to making employment decisions for the hiring or placement of a principal at the school in which such teachers are employed.

The Superintendent and/or his/her designee shall comprise the interview committee. The principal shall make the decision for assistant principal at his/her school, subject to approval of the Superintendent.

#### REQUIREMENTS

To be considered for appointment to an administrative position, the following criteria must be met:

1. The Lafourche Parish School Board *Application for Administrative Position*, accompanied by a resumé shall be submitted each time an individual wishes to be considered for an administrative position. The application packet must be received in the Superintendent's office by the established deadline.
2. Certification as required for the position must be listed on applicant's Louisiana Teaching Certificate by the established deadline for the receipt of applications and resumé's.
3. A certificated applicant who is presently or was previously employed by another district and is seeking employment in Lafourche Parish must acquire the completion of the Lafourche Parish School Board Request for Information Form from the central office staff member who is the supervisor of the applicant's current evaluator. This *Request for Information Form* must be included with the application.
4. A certificated applicant must include copies of his/her last two years' evaluations for the position presently held.
5. Employment decisions shall not be based upon race, color, creed, sex, age, national origin or any similar personal characteristic.

All candidates for supervisor certified for such position by the Louisiana State Department of Education and approved by the Board of Elementary and Secondary Education (BESE) under prior Louisiana Standards for State Certification of School Personnel Bulletins shall be considered and recognized as certified and eligible to apply for supervisor.

**Cf: GBD**

Revised: November, 2012

Board minutes, 11-3-76, 9-6-98, 12-3-80, 7-6-83, 4-4-84, 10-9-85, 5-2-90, 8-5-92, 11-4-92, 3-3-93, 10-6-93, 5-6-95, 8-2-95, 5-1-96, 2-2-00, 8-1-12, 11-7-12.

Last Modified by Angela De Los Santos on December 12, 2014