APPLICATION

An individual desiring a position with the Board shall make application to the Superintendent on forms developed by his/her office. To ensure the safety and welfare of students and staff, the district shall require criminal history background checks and fingerprinting of applicants for teaching positions and any other positions that require proximity to children. If applying for a teaching position, the Superintendent shall also check the applicant’s license status in the State Board of Education’s database to determine if there is a hold on that applicant’s license, and if so, the reasoning behind the hold.

Knowingly falsifying information shall be sufficient grounds for termination of employment and shall also constitute a Class A misdemeanor which must be reported to the District Attorney General for prosecution.

Any costs incurred to perform these background checks and fingerprinting shall be paid by the applicant.

Professional Employees

The application must include a transcript of credits earned at the colleges or universities attended along with references from persons such as previous employers, college professors, and supervisors of student teachers. Other information shall include whether such applicant has been dismissed for cause from a school system. If previously employed by a local board of education, the applicant shall provide evidence of acceptable resignation prior to employment.

No person shall be employed:

1. Who does not hold a valid license to teach from the State Board of Education;
2. Who has been identified by the Department of Children’s Services as a perpetrator of child abuse, severe child abuse, child sexual abuse, or child neglect, or who poses an immediate threat to the health, safety, or welfare of children;
3. Who is listed on the state’s abuse of vulnerable persons registry maintained by the Department of Health;
4. Who does not present a physician's certificate showing a satisfactory health record or has any contagious or communicable disease in such form that might endanger the health of school children;
5. Who has not complied with the Immigration Reform and Control Act of 1986;
6. Who refuses to take and subscribe to an oath to support the Constitution of the State of Tennessee and of the United States of America,
7. Who advocates the overthrow of the American form of government or who is a member of a political party which advocates the overthrow of the American form of government.

8. Who fails to make a full disclosure of any prior criminal record and any prior dismissals from employment for cause; or

9. Who does not receive a satisfactory background check.¹⁰

Support Employees

No person shall be employed:

1. Who does not present a physician’s certificate showing a satisfactory health record or has any contagious or communicable disease in such form that might endanger the health of school children;⁷

2. Who has been identified by the Department of Children’s Services as a perpetrator of child abuse, severe child abuse, child sexual abuse, or child neglect, or who poses an immediate threat to the health, safety, or welfare of children;⁶

3. Who is listed on the state’s abuse of vulnerable persons registry maintained by the Department of Health;⁶

4. Who has not complied with the Immigration Reform and Control Act of 1986;⁸

5. Who refuses to take and subscribe to an oath to support the Constitution of the State of Tennessee and of the United States of America;⁹

6. Who advocates the overthrow of the American form of government or who is a member of a political party which advocates the overthrow of the American form of government.

7. Who fails to make a full disclosure of any prior criminal record and any prior dismissals from employment for cause; or

8. Who does not receive a satisfactory background check.¹⁰

The application shall include whether such applicant has been dismissed for cause from a school system.

EMPLOYMENT

Professional Employees

After checking references and receiving written recommendations, the superintendent shall hire and assign qualified applicants.

Initial Employment

Upon initial employment, the superintendent shall notify such person, in writing, of the offer and conditions of employment. Upon receipt of employment notification, such person shall have fourteen (14) calendar days to accept or reject, in writing, the offered employment. From the date of the written acceptance, such person is considered to be under employment with the Board and is subject to all rights, privileges and duties.

Support Employees
After checking references and receiving written recommendations from principals and/or supervisors, the superintendent shall hire and assign qualified applicants. The contract of each support employee shall contain a statement regarding the required ninety (90) day probationary period.

Legal References

1. TCA 49-5-406
2. State Board of Education Policy 5.501
3. TCA 49-5-406 (a)(2)(A)
5. TCA 49-5-403; TCA 49-5-101
6. TCA 49-5-413(e)
7. TCA 49-5-413(b)
9. TCA 49-5-405

Cross References

Orientation and Probation 5.107
Compensation Guides & Contracts 5.110