

## PERSONNEL

File: GA

### PERSONNEL POLICIES GOALS

The Charlottesville City School Board holds as its primary responsibility the education of the students of Charlottesville Public Schools. To that end, the Board, as employer, realizes that the strength and future growth of the public schools depend directly on the contributions made

by each employee in the organization toward the education of its students. The Board also knows that high productivity and efficiency result from individual job satisfactions. It is, therefore, the Board's policy to be frank, fair, and honest with personnel and to respect their rights as employees. The Board shall continue to strive to achieve mutual respect in its working relationships. It will insist that its supervisors do all in their power to carry out this objective.

The Superintendent or his/her designee, is responsible for the appropriate recruitment, staffing, and employee relations of personnel of the Charlottesville City School Division subject to the exclusive final authority of the School Board and shall maintain a personnel file system for all employees of the school division.

The personnel policies shall be reviewed annually. Suggestions will be sought from staff members in the revision of personnel policies. Revisions and additions shall be subject to approval by the School Board.

The goal of the employment policies and practices of the Charlottesville City School Board is to promote the employment and retention of highly qualified personnel to effectively serve the educational needs of students.

No employee, contractor or agent of the Charlottesville City School Board may assist a school board employee, contractor or agent in obtaining a new job, apart from the routine transmission of administrative and personnel files, if the employee, contractor or agent knows, or has probable cause to believe, that such school employee, contractor or agent engaged in sexual misconduct regarding a minor or student in violation of law. This prohibition does not apply if the information giving rise to probable cause

1. A. has been properly reported to a law enforcement agency with jurisdiction over the alleged misconduct and
  - B. has been properly reported to any other authorities as required by federal or state law, including title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.) and the regulations implementing it and
2. A. the matter has been officially closed or the prosecutor or police with

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jurisdiction over the alleged misconduct has investigated the allegations and notified school officials that there is insufficient information to establish probable cause that the school employee, contractor or agent engaged in sexual misconduct regarding a minor in violation of law;

- B. the school employee, contractor or agent has been charged with, and acquitted or otherwise exonerated of the alleged misconduct; or
- C. the case or investigation remains open and there have been no charges filed against, or indictment of, the school employee, contractor or agent within 4 years of the date on which the information was reported to a law enforcement agency.

Adopted: March 20, 2008

Revised: June 25, 2013

Revised: June 20, 2017

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Legal References: 20 U.S.C. § 7926.  
Code of Virginia, 1950, as amended, §22.1-295

Cross References: AC Nondiscrimination  
GAE/JHG Child Abuse and Neglect Reporting  
GB Equal Employment Opportunity/Nondiscrimination  
GBL Personnel Records  
GBN Staff Hiring Procedure