

## **Personnel -- Certified**

### **Certified Personnel**

All certified staff positions are created only with the approval of the Board. It is the Board's intent to activate and maintain a sufficient number of positions to accomplish the school system's goals and objectives.

Before any new position is established, the Superintendent will present for the Boards' approval a job description for the position which specifies the necessary job qualifications, the job's performance responsibilities, and the method by which the performance of these responsibilities will be evaluated.

(cf. 2130 - Job Descriptions)

(cf. 4118.3 - Duties of Personnel)

Policy adopted: August 18, 2009  
Policy revised: November 12, 2021

PUTNAM PUBLIC SCHOOLS  
Putnam, Connecticut