

Washougal School District 112-06

Policy Type: Executive Responsibility 4 (District Treatment of Staff, Volunteers, and Parents)

Board Review Date: February 14, 2023

With respect to treatment of staff, volunteers, and parents, the Superintendent shall assure that conditions, procedures, actions and decisions are lawful, ethical, safe, respectful, dignified and in compliance with Board policy.

Therefore, the Superintendent will:	Evidence Requested/Presented	Board Notes	In Compliance	Not in Compliance	Follow-up Review Date
1. Ensure that reasonable background inquiries and checks are made prior to hiring any personnel or approving the use of volunteers;	All certificated and classified personnel hired by the District must have a thorough background check. Volunteers must have a Washington State Patrol background check per policy 5111.		X		
2. Recommend to the Board for approval only highly qualified candidates that meet the qualifications of Federal and State guidelines and those outlined in the job descriptions.	We continue to evaluate and update when necessary questions to all of our applications. We updated our screening process and we are providing training for our hiring managers to ensure that our hiring managers have the information they need in order to make the best hiring decisions for the District.		X		
3. Operate within District written personnel policies and procedures aligned with state law and OSPI guidelines.	We review personnel policies as recommended by WSSDA, consult with our attorney and implement changes required by OSPI and/or federal guidelines.		X		
4. Assure an organizational culture that conforms with the following values: a) A working environment for staff that is safe, civil and conducive to teaching and learning. b) The importance of relationships and respect in all interactions with students. c) Open, respectful communication. d) Focus on the organizational goals. e) Commitment to the integrity and the positive image of the district, its leaders, and staff.	<ul style="list-style-type: none"> ● We provide all staff with online “What Every Employee Must Be Told,” training, and maintain an annual training schedule for all staff related to safety, civility and high expectations supported through Policies 5253 and 5282. ● Through school-based initiatives such as Positive Behavior Interventions and Support (PBIS), and Restorative Practices, relationships and expectations of respect and responsibility are reinforced. ● District leadership and the communications team model positive communication and support expectations of courteous interactions involving all staff, students, parents, and guests of the District. ● School Improvement Plans in conjunction with Board and Superintendent planning ensure that District goals are at the center of all work in the District. ● As shown through Board expectations and policies, the District leadership maintains a focus on our educational mission and ensures high expectations are upheld throughout the district. 		X		