

# **TTA Standing Rule: Hiring Panel Selection**

This protocol below was developed to ensure equity for all site members to have an opportunity to participate in district administrative hiring panels. The origin of this practice dates back to the spring of 2008 after an agreement between TUSD (Mannon/Liberati) and TTA (Di Leva/Shankle) to include stakeholders in administrator hiring. This agreed practice was adopted by the TTA Board of Directors and a protocol was developed at that time. The practice has been used successfully in the same way since June of 2008. In every year since, an article was published in the TTA newsletter seeking participants using this practice. The specific language and narrative below was codified and has been shared verbatim in the TTA newsletter since June 2017. This language has been included in an edition of the TTA newsletter every year since 2017 to ensure the transparency of both the language, rationale, and practice.

Standing Rule:

## ***~ How the TTA Member Hiring Panel Works***

When a panel is set-up by the district, TTA is contacted with a request for (typically 3) faculty members from the school site where the opening exists. The TTA office then contacts the school's site rep with the request and then the TTA office begins collecting names of interested panelists. Panelists are selected using the following order:

1. One school site rep and/or Executive Board member will receive priority placement(s).
2. All other interested members at the site will be placed in a lottery for inclusion.
3. Should there still be an opening on the panel after all members have had an opportunity, then non-members will be included in a lottery for inclusion.

Once names are selected, they are forwarded to the district and the panelists are contacted by Human Resources in an email. If the panel occurs on a work day, a sub is provided. If the panel is on a non-work day, the panelists are volunteers; there is no compensation.

Stakeholder inclusion on administrative hiring panels is a practice that has been in place for over 10 years. Included on these panels are often PTA and classified employees along with TTA members. Each stakeholder group has exclusive selection rights to the process. This means that the TTA panelists are selected only via the TTA office. All hiring panels are run by the district and panelists are resigned to asking the same questions to all the candidates. Once the process is complete, the panelists will be asked to advance two or more candidates forward to a second interview by TUSD cabinet members. It is this body that ultimately selects the new administrator, not the initial stakeholder panel. Although this practice is a good one, it is not perfect. Overall most TTA members that have served on a panel have had a very positive experience.

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