



BOARD POLICY ON STAFFING PLAN AND HIRING

I. Purpose

John Adams Academy is committed to recruiting and hiring the most qualified applicants to advance its mission of restoring America's heritage by developing servant leaders. This policy establishes staffing and hiring responsibilities, along with related reporting requirements. All new hires should be aligned with the mission, vision and core values of John Adams Academy. Alignment is assessed using questions of character, ability and desirability developed by the founders, board and administrators.¹

II. Scope

This policy applies to all positions at the Academy.

III. Staffing and Hiring Responsibilities

- **Superintendent:** The board of directors interviews and hires the Superintendent in compliance with the Brown Act.
- **Executive Positions:** The superintendent is responsible for hiring Deputy Superintendents, Directors, Program Managers and Principals. At the Board's request, candidates for these positions may undergo additional review.
- **Academic Services and Program-Wide Positions:** The Superintendent, and Deputy Superintendents and Directors under Superintendent's direction, is responsible for hiring academic services employees and program-wide employees under their stewardship at each site. Staffing is funded according to Board-approved annual budgets, with the Superintendent determining staffing plans and position lists.
- **Campus Positions:** Principals are responsible for hiring teaching, academic, office, and support staff within their stewardship at their respective campuses. Staffing is funded according to the Board-approved annual budget, with Principals determining their staffing plan and position lists. Key roles – such as Counselors, Academic Deans and other roles with broad influence may require additional review by the Superintendent.

IV. Reporting

All new hires will be reported at the subsequent board meeting on a consent agenda.

¹ Dean Forman, *Leading a Revolution in Education* (2020), 144-148.