

Monroe Public Schools

Educator Recruitment and Hiring Code of Ethics

Monroe Public Schools adheres to the following Hiring Code of Ethics as developed by the Washington School Personnel Association (WSPA). Consistent with the District's commitment of supporting the best practices in school human resources and personnel functions, the Monroe School District commits to:

- Meet or exceed legal standards (e.g. ADA, EEOC, OSPI, state or federal laws and regulations, district policies and procedures) at all levels of the recruiting and selection process.
- Apply fair and equitable personnel practices at all times.
- Supply accurate and best faith information on the district's employment opportunities and hiring processes.
- Refrain from any practice that improperly influences and affects job acceptance. Such practice may include, but not be limited to:
 - √ undue time pressure for acceptance of employment
 - √ encouragement of revocation of another employment offer
 - √ knowingly recruit or make an offer to a candidate after July 15 without consultation with the current employer.
- Strive to make hiring decisions available to candidates in a timely manner so as not to impede their job search.
- Maintain the confidentiality of the candidate's confidential college placement file.
- Provide candidates with a letter of assurance/intent outlining employment offers.
- Provide accurate information regarding the performance of district employees or former employees.
- Consider all factors affecting the employee and the school district when determining good cause for releasing an employee from contract.
- Educate all persons who are involved in the recruitment and/or selection process in the adherence to the principles in this Code of Ethics.