

The Board of Education of the County of Mingo, recognizes that a dynamic and efficient staff dedicated to education is necessary to maintain a constantly improving educational program. The Board is interested in its personnel as individuals and recognizes its responsibility for promoting the general welfare of the staff.

The Board is committed to providing a coordinated staff of specially trained personnel to the end that each discipline or area of responsibility be properly designed with a procedure for assessment so that each may have proper emphasis in the total curriculum and school system organization.

Duties of these personnel shall be outlined by the Superintendent. The Board of Education's specific personnel service goals are:

1. To Conduct an employee appraisal program that will contribute to the continuous improvement of staff performance.
2. To develop and manage a staff compensation program sufficient to attract and retain qualified employees.
3. To provide the necessary training programs for all employees which will improve their rates of performance, retention and promotion.
4. To recruit, select and employ the best qualified personnel to staff the Mingo County School System.
5. To develop the quality of human relationships necessary to obtain maximum staff performance and satisfaction.
6. To deploy the available personnel and insure that they are utilized as effectively as possible within budgetary constraints.

Pre-school training and orientation will be provided all Mingo County Board of Education employees on an annual basis.

Programs will be based on locally-identified needs, state and federal mandates, and in all cases be job-related.

Training programs may include, but not be limited to: (1) orientation of staff to newly-adopted materials or textbooks; (2) functions of the Mingo County School-based Assistance Team; (3) Mingo County Special Education Due Process Forms; (4) first aide training; (5) job descriptions and classifications; (6) job rolls and functions; (7) job philosophy and interpersonal relationship; (8) Mingo County Special Education Identification procedures (9) county policies on discipline and record keeping; (10) Mingo County curriculum goals relevant to assigned areas; (11) promotion and retention policies; (12) county grading procedures; and (13) county financial system.

Specifics relating to the types of training, amount of training hours, trainers, activities, etc., will be governed by State Board policies 2510, Regulations for General, Vocational, and Special Education Programs; 4336. Policies, Rules, and Regulations of the West Virginia Board of Education; 5500. "A Systematic Program of Continuing Education for Public School Personnel in West Virginia;" and 5500.1, Policy of the West Virginia Board of Education for the Study of Multi-cultural Education for School Personnel.

The Superintendent of Schools or his appointed designee shall be responsible for planning, coordinating, record keeping, and all other aspects dealing with job-related training for new personnel.