

Efficient and Effective Pullman Public School District Hiring Processes

Amanda Tanner, Board Vice President District 5

In 2019 the Pullman Public School District put a lot of effort into streamlining a more efficient, effective and equitable hiring process. We have found great success and consistency in the new processes.

The first phase of the interview process is the required interview training. In order to serve on any interview committee in the school district, each committee member must complete the interview training. The training is provided several times a year, free of cost by the district. The training is an in person interactive two-hour session full of useful information, as well as outlining the expectations, and also includes plenty of time for group discussion and opportunity for questions. To date PSD has held 32 training sessions, and successfully trained 229 people, including all five school board members. The training is valid for 5 years, and once expired there is an online refresher course that can be completed on the committee members own time.

Getting the interview process right depends on equipping your interviewers with the right resources, training, and knowledge to provide a rigorous, consistent and fair process—every time. And when you're getting that process right, you'll start to see the payoff in five key areas:

- Faster time-to-hire
- Improved candidate acceptance rate
- Better quality of hire
- Reduced bias
- Increased efficiency

The objectives of the interview training are to ensure a legally compliant selection process, to hire the best and most qualified candidate(s), to make the hiring process seamless and efficient, and to provide our students with

the best instructions/support possible. In order to address these objectives, trainees learn about employment law, confidentiality, avoiding discrimination, and also have an opportunity to practice the interview process with the trainers.

When the district is hiring a teacher or staff member, the interview team is primarily comprised of trained committee members that work within the building where the applicant will be working. The interview process for a staff member is individualized based on the position that is being filled. The interview process for a teacher includes a formal interview, a writing exercise, a teaching demonstration, and a lesson observation.

When the district is hiring an administrator the interview committee is comprised of other district administrators, one school board member, teachers and staff, and community members. The teachers/staff and community members are chosen at random by a public lottery. The administrator interviews are a full day comprising of a formal interview, a written exercise, lesson observation, a tour, and a staff/community forum which is open to the public for meeting the candidates and asking questions.

References are checked for all candidates that are being considered for a position.

As the district finds itself in peak hiring season, with many positions to hire for, including several administrative positions, I thought this would be a great time to share with the community the process that we adhere to. In addition to the above listed processes, the district follows Board Policies 5000 – Recruitment and Selection of Staff, 5001 – Hiring of Retired School Employees, and 5020 – Non-Discrimination and Affirmative Action, as well as the Collective Bargaining Agreements.

UNLEASH(ED)

FREEING OURSELVES THROUGH ARTISTIC EXPRESSION



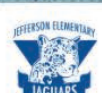
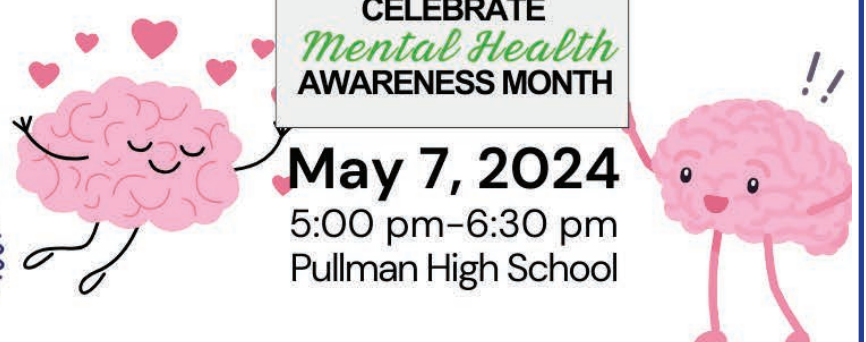
DISTRICT-WIDE "FIGHT IN THE LIGHT"
MENTAL HEALTH
ART EXHIBITION & RECEPTION

HOSTED BY OUR MINDS MATTER CLUBS

This year's exhibition will feature visual, performance, or written art pieces around the theme of letting go and freeing yourself.

CELEBRATE
Mental Health
AWARENESS MONTH

May 7, 2024
5:00 pm–6:30 pm
Pullman High School



Lincoln Middle School Extracurricular Activities

Evan Hecker, Kamiak Cameron Grow, Lincoln Middle School Principal

As we enter spring, we'd like to highlight the active involvement of our students in extracurricular activities here at Lincoln Middle School.

From basketball games to musical performances, our students are exploring their interests beyond the classroom. Over 80% of our students have an ASB card, with 258 students participating in at least one club and 338 students competing in at least one sport. This season we have a record-breaking 195 athletes participating in track! We are so proud of our student body for getting involved in their school community and exploring their interests.

Bowl team has not only excelled at the Regional level but has also advanced to Nationals, showcasing their remarkable knowledge and teamwork. Similarly, our Science Olympiad team has competed admirably at Regionals, demonstrating their passion for scientific inquiry and innovation. We are also so proud of our MathCounts team, which has won the Regional Championship.

We are also excited to announce that our Jazz Band and Jazz Choir student groups have received Superior ratings at the SEWMEA festival! This achievement reflects the hard work, talent, and dedication of our students and their instructors.

These extracurricular activities not only enhance students' academic experiences but also foster important life skills such as teamwork, leadership, and time management. They also provide a supportive environment where students can express themselves, pursue their passions, and build lasting friendships.

We are immensely proud of our students for their commitment to involvement in extracurricular activities, and we extend our gratitude to the dedicated staff, coaches, and volunteers who support these valuable opportunities. We look forward to witnessing their continued achievements and successes both inside and outside the classroom.

Thank you for your ongoing support of our school community.

Go Spartans!



2024-2025 Kindergarten Open House


Come tour your school and meet our teachers!

Each PSD elementary school will be hosting an open house for children who will be 5 years old by August 31, 2024, and will be entering kindergarten in one of our schools for the 2024-2025 school year.


Enroll online!

www.pullmanschools.org/enrollment

May 30th
4:00pm-5:30pm



Enrollment may also be completed during the Open House event. Paper enrollment packets, including translated, are available at each school.



PULLMAN EDUCATION FOUNDATION (PEF)


MONTHLY UPDATE

The Pullman Education Foundation operates exclusively for charitable and educational purposes to improve the quality of public education in the Pullman School District and provide a means of enhancement.

Over \$6,000 was given to Pullman School District teachers for classroom enrichment projects through our Teacher Grant Awards!

Visit our Facebook page to learn more about each recipient and how they're supporting our students.

<https://www.pullmaneducationfoundation.org/>



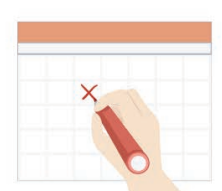
Child Find 2023-2024

EARLY CHILDHOOD DEVELOPMENTAL SCREENING

This screening is an opportunity to identify, locate, and evaluate children who might have a disability and to address potential concerns. This is available to children (birth through 5 years of age) residing, or living in a temporary situation, within Pullman School District's boundaries.

UPCOMING SCREENING DATES:

✓ **Friday, May 3**



All children ages 5-21 who are suspected of possibly having a disability who reside in, or are living in a temporary situation, within PSD's boundaries are entitled to child find activities. This includes all children enrolled in PSD schools, children who are being home schooled, and children enrolled in a private school located in the district (even if they reside in another district).

For more information or to **schedule an appointment**, please contact Pullman School District's Instructional Programs Office at (509) 332-3144.

The Pullman School District Board of Directors and the Pullman School District shall provide equal educational opportunity and treatment for all students in all aspects of the academic and activities programs without regard to race, religion, creed, color, national origin, age, honorably-discharged veteran or military status, sex, sexual orientation (including gender expression or identity), marital status, the presence of any sensory, mental or physical disability, participation in the Boy Scouts of America or the use of a trained dog guide or service animal by a person with a disability. The district will provide equal access to school facilities to the Boy Scouts of America and all other designated youth groups listed in Title 36 of the United States Code as a patriotic society. District programs will be free from sexual harassment.

The following employees have been designated to handle questions and complaints of alleged discrimination: Civil Rights Coordinator and Title IX Coordinator; Assistant Superintendent, (509) 332-3144, and Section 504 Coordinator; Director of Special Services, (509) 332-3144. 240 SE Dexter Street, Pullman, WA 99163. Applicants with disabilities may request reasonable accommodations in the application process by contacting the Personnel Coordinator at (509) 332-3584.

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