

## **DEFINITIONS**

“Active duty” means, for purposes of veterans’ preference, full-time duty in the Armed Forces, other than active duty for training, to include:

- service on active duty at any time from December 7, 1941, and ending July 1, 1955.
- service on active duty for 180 consecutive days, any part of which occurred after January 31, 1955, and before October 15, 1976
- service on active duty at any time from August 2, 1990 and ending on January 2, 1992
- service on active duty for a period of more than 180 consecutive days, any part of which occurred during the period beginning on September 11, 2001, and ending when prescribed by Presidential proclamation or by law as the last date of Operation Iraqi Freedom.
- award of an Armed Forces Expeditionary Medal (AFEM). All AFEM’s whether listed here or not, are qualifying for veterans’ preference and as shown on the veteran’s DD Form 214. Examples of some of the most common campaign medals are: Vietnam (Service Medal), El Salvador, Lebanon, Granada, Panama, Bosnia, Kosovo, Afghanistan, Southwest Asia (Persian Gulf), Somalia, and Haiti. (Award of the National Defense Service medal alone does NOT qualify).

For a listing of Wars, Campaigns, and Expeditions of the Armed Forces that qualify for veterans’ preference, go to <http://www.opm.gov/veterans/html/vgmedal2.htm>.

“Disabled veteran” means those honorably discharged veterans who a) have served on active duty in the Armed Forces and have a current service-connected disability of ten percent (10%) or more or are receiving compensation related to a service-connected disability including retirement benefits or pension from the military or the department of veteran affairs; or b) are purple heart recipients.

“Initial hire” means the first time an eligible veteran is hired by the district; provided however, subsequent separation from the district for any reason will not result in the award of new preference with the district. Temporary or casual employment does not qualify as an “initial hire.”

“Key employee” means an individual specifically hired for an “at-will” or nonclassified position for which there is no selection process, such as a position as a private secretary or deputy of an official or department who holds a confidential relationship to the appointing or employing officer or body.

“Service-connected disability” means that the veteran is disabled due to injury or illness that was incurred in or aggravated by military service as certified by the federal Veterans Administration or an agency of the Department of Defense.

“Veterans’ preference” shall apply to veterans, or their spouse, widow, or widower, who have been:

- In active service in the Armed Forces of the United States during one or more of the time periods described therein or have been awarded an AFEM, or
- Are disabled veterans who served on active duty in the Armed Forces at any time, or
- Are Purple Heart Recipients, or
- Are the widow or widower of such individuals and who have not remarried, or
- Are the qualifying spouses or eligible disabled veterans who cannot qualify for any public employment because of a service-connected disability.

## **NOTICE OF PREFERENCE**

The district’s employment application forms, announcements, and postings for positions will state that preference will be given to eligible veterans. The application form will inquire as to whether the applicant is claiming eligibility for such preference and state that the applicant is required to provide proof of such eligibility. The applicant is responsible for providing all necessary documentation of his/her eligibility as a veteran at the time of making application.

## **APPLICANTS ELIGIBLE FOR VETERANS’ PREFERENCE**

In all employment of any kind (excluding “key employees”), this district shall give preference to eligible veterans as follows:

1. **PREFERENCE OVER NON-VETERANS.** An applicant who qualifies for a veterans’ preference is entitled to a preference in initial application for hiring with the district over other applicants for the same position who are not more qualified.
2. **COMPETITIVE EXAMINATIONS.** If applicants are required to take competitive examinations, five (5) percentage points shall be added to the earned rating of any applicant who is eligible for veterans’ preference points. The enhanced score shall be used in establishing a rating.
3. **COMPETITIVE EXAMINATIONS – DISABLED VETERANS.** If applicants are required to take competitive examinations, ten (10) percentage points shall be added to the earned rating of any applicant who is eligible for veterans’ preference points as a disabled veteran.
4. **INTERVIEW REQUIREMENTS.** Disabled veterans who have a current service-connected disability of thirty percent (30%) or more must be offered an interview if they are one of the top ten (10) qualified applicants. If applicants are not ranked, the district must offer to interview such veterans who fully meet all qualifications for the position. Notwithstanding this subsection, the district is not required to interview more than a total of ten (10) applicants regardless of the number of such qualified veteran applicants.

## **EMERGENCY HIRING**

In the event of an emergency which may endanger the health, safety, and public welfare, these provisions may be dispensed with temporarily, but persons so employed may not be allowed to work for a time period of more than ninety (90) days, except as employees who meet all the requirements of the veterans' preference provisions stated above.

## **PROMOTION, TRANSFER, OR REASSIGNMENT**

This policy applies only for the purpose of an initial hire by the district. Veteran's preference, and any benefits set forth in this policy for eligible veterans, is not relevant to and will not be considered whenever personnel decisions are made relative to an employee's promotion, transfer, or reassignment within the district.

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## **LEGAL REFERENCE:**

Idaho Code Section 65-501. *et seq.*

**ADOPTED: November 5, 2008**

**AMENDED:**

**VETERAN'S PREFERENCE NOTICE**

Are you claiming Veteran's Preference? Yes\_\_\_ NO\_\_\_. *If Yes, please provide a copy of your Form DD214, and please request, complete, and submit the Veteran's Preference Form with this application.*

Have you claimed such preference in prior applications with the school district? Yes\_\_\_ No\_\_\_

### **Veteran's Preference**

Idaho law (Idaho Code 65-501, *et seq.*, as amended in 2006) provides Veteran's preference for certain veterans or their eligible spouses who:

- Have been in active service in the armed forces of the United States during one or more of the time periods shown below or have been awarded an Armed Forces Expeditionary Medal, or
- Are disabled veterans who served on active duty in the armed forces at any time, or
- Are Purple Heart recipients, or
- Are the widow or widower of such individuals and who have not remarried, or
- Are the qualifying spouses or eligible disabled veterans who cannot qualify for any public employment because of a service-connected disability.

**To determine your eligibility for Veteran's Preference, please complete all applicable section(s) below.**

**NOTE: Preference is used only for the initial (first hire) employment by the school district. The preference does not apply to any subsequent application for hire, promotion or retention status.**

#### **General Eligibility**

1. Were you discharged under honorable conditions, or are you the spouse of an honorably discharged, preference-eligible veteran claiming preference under SECTIONS THREE and FOUR, below?

\_\_\_\_\_YES \_\_\_\_\_NO

*If you answered NO to the above question, you are not eligible for preference and you need go no further.*

2. Have you previously been hired by the school district after becoming an eligible veteran?

\_\_\_\_\_YES \_\_\_\_\_NO

*If you answered YES to the above question, you are not eligible for preference and you need go no further.*

#### **SECTION ONE: Preference-Eligible Veterans**

(Reference Idaho Code 65-502(14) and 5 U.S.C. 2108)

Please select all that apply to you:

\_\_\_\_\_ I served on active duty at any time from December 7, 1941, and ending July 1, 1955.

\_\_\_\_\_ I served on active duty for 180 consecutive days, any part of which occurred after January 31, 1955, and before October 15, 1976.

\_\_\_\_\_ I served on active duty at any time from August 2, 1990, and ending on January 2, 1992.

\_\_\_\_\_ I served on active duty for a period of more than 180 consecutive days, any part of which occurred during the period beginning on September 11, 2001, and ending when prescribed by Presidential proclamation or by law as the last date of Operation Iraqi Freedom.

\_\_\_\_\_ I have been awarded an Armed Forces Expeditionary Medal (AFEM).

\_\_\_\_\_ I do not meet any of the selections above, but I served on active duty in the armed forces of the United States for a period of more than 180 days and was honorably discharged.

#### SECTION TWO: Disabled Veterans and Purple Heart Recipients

1. If you have served on active duty in the Armed Forces at any time, do you have a current service-connected disability of 10% or more or are you a Purple Heart recipient?

\_\_\_\_\_ YES    \_\_\_\_\_ NO

2. If you have served on active duty in the Armed Forces at any time, do you have a current service-connected disability of 30% or more?

\_\_\_\_\_ YES    \_\_\_\_\_ NO

\_\_\_\_\_

The term "active duty" means full-time duty in the Armed Forces, other than active duty for training.

All AFEM's whether listed here or not, are qualifying for Veteran's Preference and must be shown on your Form DD214. Examples of some of the most common campaign medals are: Vietnam (Service Medal), El Salvador, Lebanon, Granada, Panama, Bosnia, Kosovo, Afghanistan, Southwest Asia (Persian Gulf), Somalia, and Haiti. Award of the National Defense Service medal alone does NOT qualify.

NOTE: For a listing of Wars, Campaigns, and Expeditions of the Armed Forces that qualify for Veteran's Preference, go to: <http://www.opm.gov/veterans/html/vgmedal2.asp>.

#### SECTION THREE: Spouses of Disabled Veterans

Are you the spouse of an eligible disabled veteran who cannot qualify for any public employment because of service-connected disability?

\_\_\_\_\_YES    \_\_\_\_\_NO

SECTION FOUR: Widows and Widowers of Preference-Eligible or Disabled Veterans

1. Are you a widow or widower of a preference-eligible veteran as shown in SECTION ONE, and have you remained unmarried?

\_\_\_\_\_YES    \_\_\_\_\_NO

2. Are you a widow or widower of a disabled veteran or Purple Heart recipient, and have you remained unmarried?

\_\_\_\_\_YES    \_\_\_\_\_NO

By my signature below, I certify that all answers and statements on this application are true and complete to the best of my knowledge. I understand that, should an investigation disclose inaccurate or misleading answers, my application may be rejected, my name removed from consideration, or my employment with the school district terminated.

\_\_\_\_\_  
Name (Please Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Date

**NOTE: You may be asked to provide your Form DD214 to verify your veteran status prior to an actual decision to hire.**