

# Weakley County Board of Education



Monitoring:

Descriptor Term:

**Classification and Qualifications**

Descriptor Code:

5.102

Issued Date:

6/7/2018

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## **ADMINISTRATIVE AND SUPERVISORY PERSONNEL**

All administrative and supervisory positions in the school system are established initially by the Board, by state law, or State Board Rule, Regulations, and Minimum Standards.

To be considered for administrative or supervisory positions, the applicant must show the following qualifications:

1. Professional teaching certification; and
2. Administrative or supervisory certification and experience in accordance with state law and State Board Rules and Regulations in the appropriate area based on the minimum of a master's degree.

Non-certified administrative and supervisory personnel shall possess sufficient training and experience to perform the services required and such additional qualifications as the Board and the director of schools shall determine.

## **PROFESSIONAL PERSONNEL**

The professional staff members are the personnel whose employment status *requires* certification in accordance with the rules and regulations of the State Board of Education. <sup>1</sup>

## **SUPPORT PERSONNEL**

The support staff members are personnel whose regular employment does not require certification in accordance with rules and regulations of the State Department of Education. Support personnel include the following employees: bookkeepers, secretaries, clerks, maintenance employees, custodial employees, cafeteria employees, instructional assistants and transportation employees.

All newly hired instructional assistants must meet the following requirements by providing evidence that they have:<sup>2</sup>

- Completed at least two years of study at an institution of higher education;
- Obtained an associate's or higher degree; or
- Passed the ETS Paraprofessional Assessment which demonstrates the competencies outlined in the Every Student Succeeds Act (ESSA).

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Legal References:

<sup>1</sup> TCA 49-5-501(10)

<sup>2</sup> TCA 49-5-111