

# Marion County Board of Education

Monitoring:

Descriptor Term:

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Issued Date:

**Review:**  
**Annually,**  
**in February**

**Classification and Qualifications**

**5.102**

**06/26/12**

Rescinds:

Issued:

**5.102**

**04/24/01**

## 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 Rules, Regulations and Minimum Standards.

To be considered for certificated 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 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. 1

Professional personnel include classroom teachers, librarians, guidance counselors, principals, assistant principals, school psychologists, curriculum administrators, and system-wide supervisors of instruction.

## 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 staff personnel provide assistance in the areas of curriculum, business administration, attendance, health services, operation and maintenance of plant, transportation, technology, community services and school nutrition.

Support personnel include the following positions: accountants, attendance personnel, bookkeepers, clerks, community service employees (daycare, after school care, etc.), custodians, special education interpreters, instructional assistants, maintenance employees, nurses, school nutrition cafeteria employees, secretaries, social workers, special education bus drivers, special education bus attendants, transportation drivers, technology employees and others.

Legal References:

1. TCA 49-5-501(10); TCA 49-5-606(11)