

Obion County Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Classification and Qualifications	Descriptor Code: 5.102	Issued Date: 04/10/06
		Rescinds: 5.102	Issued: 02/02/04

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 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 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. ¹

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:

- 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 No Child Left Behind (NCLB).

Existing instructional assistants must complete these requirements by the beginning of the 2006-2007 school year.

Legal References:

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