

Franklin Special Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Classification and Qualifications	Descriptor Code: 5.102	Issued Date: 09/14/98
		Rescinds:	Issued:

1 **Administrative and Supervisory Personnel**

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

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

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9 1. Professional teaching certification; and
- 10
11 2. Administrative or supervisory certification and experience in accordance with state law and
12 State Board Rules and Regulations in the appropriate area based on the minimum of a
13 master's degree.

14
15 Non-certified administrative and supervisory personnel shall possess sufficient training and experience
16 to perform the services required and such additional qualifications as the Board and director of schools
17 shall determine.

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19 **Certificated Personnel**

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21 The certificated staff members are the personnel whose employment status requires certification in
22 accordance with the rules and regulations of the State Board of Education. ¹

23
24 **Classified Personnel**

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

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37 Legal References:

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