

Non-certificated personnel are those individuals employed by the district who are not required to have a teaching certificate to qualify for the position. Non-certificated personnel include, but are not be limited to, the following:

1. Educational assistants or paraprofessionals;
2. Custodial and maintenance employees;
3. Clerical employees;
4. Food/nutrition employees
5. Bus drivers;
6. Summer maintenance employees; and
7. Academic and college or career advisors and student mentors.

QUALIFICATIONS AND JOB DESCRIPTIONS

Minimum qualifications and job descriptions will be established by the district administrators and approved by the board for all non-certificated positions. The qualifications and job description shall be in writing and made available to district employees and other persons seeking employment through the local unemployment office. In addition, the district may advertise non-certificated positions as necessary to attract qualified employees.



LEGAL REFERENCE:

Idaho Code Sections

33-511 – Maintenance of Schools

33-517 – Noncertificated Personnel

33-1212A – College and Career Advisors and Student Mentors

ADOPTED: September 23, 1998

AMENDED: October 20, 2015, November 16, 2021