

School Board Agenda Item CC-4
September 19, 2006

Executive Summary

Proposed Job Descriptions and Minimum Qualifications
For The School Board of Broward County, Florida

Background: This item is being recommended for Board approval to update minimum job qualifications.

- A. Position Title: **Teacher Aide – Instructional**
- B. Position Title: **Teacher Aide – Instructional – Exceptional Student Education (ESE)**
Division/Department: **Curriculum & Instruction/Schools**
Salary Schedule: Paraprofessional Association – Teacher Aide Salary Schedule
Recommended Policy Status: Approve Job Description Revisions – First Reading

Rationale: The minimum qualifications currently outlined on the job descriptions for Teacher Aide – Instructional and Teacher Aide – Instructional – ESE at Title I locations currently require either obtaining an Associates degree, or its equivalent in credit hours or completions of the 450 hours of the Teacher Assisting curriculum as well as passing the Para Pro Assessment Test.

Revisions to these job descriptions were adopted on 7/26/05 based on the District’s understanding at that time of Title I requirements to achieve highly qualified status. The majority of Paraprofessional employees that were required to meet highly qualified status under the provisions of Title I have been successful in meeting the requirements by the stated deadline. The District’s experience, in assisting Paraprofessionals at the Teacher Aide level, to meet Title I requirements, has uncovered several revisions that are appropriate to incorporate into these job descriptions:

1. **Add** standard high school diploma as the minimum education requirement.
2. **Eliminate** requiring completion of the 450 hour Teacher Assisting Curriculum as an alternative to an associate’s degree, or equivalent credit hours. It remains an alternative requirement for Teacher Assistant positions
3. **Add** achieving a passing score on the tests developed by the American Federation of Teachers, as approved by the FL DOE, as an alternative means of achieving highly qualified status.

The revisions to these job descriptions have been approved by the Director, Title I, Executive Director, Educational Programs, and reviewed with the bargaining unit representative.

The overall purpose of these jobs is to provide the highest quality care and supervision to students of the Broward County School System by providing classroom support to enhance the instructional process.

Cost: There is no additional financial impact to the District budget.