

AUXILIARY PERSONNEL

Temporary Administrators

Persons appointed as temporary replacements to perform administrative tasks in emergency situations, during times of workload fluctuations or employee absences, or on special projects of short-term duration, will be considered temporary administrative employees. They will be employed and assigned by action of the board and will be compensated for services on the basis of salary rates within the board approved budgetary allocations. If a retired administrator is hired as a temporary administrator, he/she may work up to state maximum without affecting his/her retirement. The annual threshold for TRS Plan 1 retirees is calculated per fiscal year. All other plans are calculated per calendar year.

Administrative Internships

The board recognizes the need to provide training opportunities for prospective administrators. Internships for those who are in the process of acquiring administrative credentials will be approved on an individual basis. Specific factors to be used in considering an individual for an internship position will include but not be limited to: academic record, teaching ability, leadership qualities, communication skills and dedication to past and present assignments.

Student Teachers

The board encourages cooperation with colleges and universities within the state in the training of student teachers. The district will accept student teachers from accredited institutions of higher learning with which the district has a cooperative agreement approved by the board.

Cross Reference: Board Procedures P5040-1 Auxiliary Personnel

Adopted: April 9, 2002
Revised: October 11, 2011
Reviewed: June 16, 2014; January 5, 2016