6-17-1701 through 1705. The Act specifically is not made a part of this policy by this reference. A copy of the code is available in the office of the principal of each school building.

## ASSIGNMENT OF TEACHERS AIDES

The assignment of teachers aides shall be made by the principal or his/her designee. Changes in the assignments may be made as necessary due to changes in the student population, teacher changes, and to best meet the educational needs of the students.

## ASSIGNMENT OF CLASSIFIED PERSONNEL

The Superintendent shall be responsible for assigning and reassigning classified personnel.

President of Board

07/25/2012 Date

## 3.40 LICENSURE (CERTIFICATION) AND TUITION PAYMENT

Due to shortages in certain teacher licensure areas identified by the state and the need at times of the School District having teachers with multiple certifications, the Board sets the following guidelines for licensure and tuition payments.

1. To assist a teacher already employed by the District to obtain certification in an additional area for which they were not originally hired and upon the recommendation of the Superintendent and written agreement by the teacher to complete all required courses, the District will pay \$500 toward the cost of each course for additional certification, up to three courses. Payment will be made within the month of verification of enrollment in the specific course required. If the course is not successfully completed, the teacher will reimburse the payment to the District. Each course will count 15 hours toward the required 60 hours of teacher in-service up to 30 hours per year. The District will also pay the cost of the required area Praxis.

Date Adopted: January 31, 2011 Last Revised: January 31, 2011

President of Board

Shad McCam

07/25/2012 Date