

Policy

CLASSROOM AIDES, ASSISTANTS AND PARAPROFESSIONALS

The Township of Union Board of Education, within its financial means, may hire aides, assistants and paraprofessionals as recommended by the superintendent.

It is the responsibility of the classroom teacher to plan for any teacher aide's, assistant's and paraprofessional's constructive involvement with the class. The primary benefit must be to the students.

Aides, assistants and paraprofessionals shall be under the supervision of a certified employee.

All aide, assistant and paraprofessional job descriptions must be approved by the Executive County Superintendent and shall be required to comply with the provisions of the law regarding health examinations and criminal history checks.

In accordance with federal law, the superintendent shall establish procedures to release information, upon request, regarding the qualifications of classroom aides, assistants and paraprofessionals to parents/guardians for any classroom aide (paraprofessional) who is employed by a school receiving Title I funds and who provides instructional assistance to their children.

Qualification of Classroom Aides (Paraprofessionals) In Title I Schools

All aides, assistants and paraprofessionals paid in whole or in part with Title 1 funds shall be qualified in accord with federal law. All such paraprofessional (classroom aides) must have a high school diploma or its equivalent. All such classroom aides (paraprofessionals), except those working as translators or solely in conducting parent involvement activities, also must meet one of the following criteria:

- A. Completed at least two years of study at an institution of higher education;
- B. Obtained an associate's (or higher) degree; or
- C. Passed a formal state or local assessment demonstrating ability to assist in instructing reading, writing and mathematics or reading readiness, writing readiness and mathematics readiness, as appropriate.

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Key Words

Aides; Classroom Aides; Teacher Aides; Background Check; Paraprofessionals; Personnel
Background Check

<u>Legal References:</u>	<u>N.J.S.A.</u> 18A:6-7.1 through -7.5	Criminal history record; employee in regular contact with students; grounds for disqualification from employment; exception
	<u>N.J.S.A.</u> 18A:11-1	General mandatory powers and duties
	<u>N.J.S.A.</u> 18A:16-2 through -5	Physical examinations; requirement ...
	<u>N.J.S.A.</u> 18A:54-20	Powers of board (county vocational schools)
	<u>N.J.A.C.</u> 6A:32-6.1 <u>et seq.</u>	School Employee Physical Examinations
	<u>N.J.A.C.</u> 6A:32-4.7	Approval of paraprofessional staff

CLASSROOM AIDE (PARAPROFESSIONALS (continued)

8 U.S.C.A. 1100 et seq. - Immigration Reform and Control Act of 1986

No Child Left Behind Act of 2001, Pub. L. 107-110, 20 U.S.C.A. 6301 et seq.

Possible

<u>Cross References:</u>	*3541.1	Transportation routes and services
	*3542	Food service
	*4212.4	Employee health
	*4215	Supervision
	*4216	Evaluation
	4221	Noninstructional substitutes
	*5131	Conduct/discipline
	*6162.4	Community resources

*Indicates policy is included in the Critical Policy Reference Manual.