

GD—Support Staff

Support Staff

The Board recognizes that the School's non-certificated support staff plays an important role in the total educational process and that these staff members make invaluable contributions to the School and to the lives of the students who attend.

The term "support staff" is used for all employees of the School who do not need teaching certification in order to hold their positions; support staff includes office personnel, maintenance and custodial personnel, food service personnel, teacher aides, and personnel classified as "outside workers" under contract with the Board. It also includes those whose specializations are in fields other than education (such as business managers, accountants, technicians, etc.).

As the School's chief executive officer, the Administrator has overall responsibility and authority for supervision of the School's support staff. The Assistant Administrator will be responsible for personnel administration in federal programs, including matters of recruitment, selection, employment conditions, payroll, assignments, and evaluation; however, the Administrator retains final authority and responsibility to the Board, for all matters pertaining to support staff in the School.

Professional Staff Policies Apply

Unless otherwise specified by policy, support staff shall be held to the same policies guiding professional staff.

Support Staff Leave

Eligible support staff shall receive leave benefits in proportion to hours worked, either full-time or half-time. For example, eligible half-time employees shall receive personal leave at a rate of one half that which fulltime employees receive.