

### **Paraprofessionals**

Bon Homme School District recognizes that every student is entitled to a qualified teacher working in a good environment with a reasonable number of students. On occasion, school enrollments, space, and budget limitations have made it impossible to assign the desired number of additional teachers. In order to minimize some of the effect of large class sizes, the district finds it necessary to assign non-certified educational assistants to some buildings to assist teachers with their duties. When properly selected, trained, and scheduled, a Paraprofessional can provide valuable assistance to children of elementary school age. All paraprofessionals must be qualified in the State of South Dakota.

When a paraprofessional position becomes vacant, the school administrators will follow a process of advertising, screening, interviewing, and training that will ensure that the best quality assistance possible is made available to teachers. Paraprofessionals will be expected to abide by all district policies and to follow the job description adopted by the Board.

The amount of paraprofessional time authorized to a K-5 building and each middle school (Grades 6-7-8) in the Bon Homme School District will be determined on the basis of pupil to teacher ratios in each specific building and a minimum of hours of paraprofessional time established per site.

The building principal, in cooperation with the staff and with approval from the Superintendent, will select, supervise, evaluate, and develop work schedules for educational assistants. Classrooms with younger children, combination grades, and larger numbers of student learning problems will be given priority in time allocation.

This policy will not affect the assignment of paraprofessionals to special education classrooms or to those assigned specifically to assist a student as a result of an Individual Education Plan or to the special needs of the Bon Homme Colony (ESL school). Such assignments will be in addition to any paraprofessionals assigned to the building under this policy; however, all paraprofessionals will be expected to assist with all aspects of the programs within the building as determined by the building principal.

The Bon Homme School Board reserves the right to adjust the assignment of all paraprofessionals during period of financial stress, budget cuts, re-assignment of staff, changing the educational structure at sites, closing of a site(s), decreasing or increasing student enrollments by district and/or site or any other element which would affect paraprofessional contracts. The Board retains the right to increase or decrease paraprofessional time, staff, and assignment independently by site. Recommendations for changes in assignment, time allocations, grade structure, ratio changes, and maximum hours of paraprofessionals time will be approved by Board action.

Adopted: May 2000

Revised: May 2001; July 12, 2010