

PERSONNEL

Code No. 410.4

Policy Title: **EDUCATION ASSOCIATE**

The board may employ education associates or other instructional support personnel to assist licensed personnel in non-teaching duties, including, but not limited to:

- managing and maintaining records, materials and equipment;
- attending to the physical needs of children; and
- performing other limited services to support teaching duties when such duties are determined and directed by the teacher.

Education associates who hold a teaching certificate shall be compensated at the rate of pay established for their position as an associate. It shall be the responsibility of the principal to supervise education associates.

Legal Reference: Iowa Code §§ 279.8; 280.3, .14 (2013)
281 I.A.C. 12.4(9); .5(9).

Cross Reference: 411.2 Classified Employee Qualifications, Recruitment, & Selection

Approved: September 23, 1998
Revised: January 16, 2002
Reviewed: December 20, 2006
Reviewed: December 21, 2011
Reviewed: January 20, 2016