Purpose: To establish the basic structure for the creation of support staff positions.

The board authorizes the superintendent to establish necessary support staff positions within budgetary limits. The board may approve the broad purpose and function of the position as recommended by the superintendent. The superintendent or his/her designee will be responsible for the employment of a person who meets the stated purpose and function for the position.

Support staff, unless otherwise designated by contract, will be considered “at will” employees. Support staff employment rights are expressly established by board policy.

Job Descriptions

The Chief Human Resources Officer or his/her designee will develop job descriptions. Job descriptions require the approval of the superintendent. Job descriptions be responsible for writing and maintaining job descriptions covering qualifications, essential duties and other details pertaining to all support/certified positions in the school district system.

Adopted 1972; Revised 11/12/02, ^

Legal references:

A. S. C. Code, 1976, as amended:
   1. Section 59-19-270 - Board of trustees may employ technical and clerical personnel.

B. State Board of Education Regulations:
   1. R-43-209 - Non-professional/paraprofessional personnel positions, qualifications and duties.