

ADMINISTRATIVE PROCEDURE NO. 424

THE ROLE OF CLASSROOM, BEHAVIOR MODIFICATION, AND OTHER SPECIAL TEACHER ASSISTANTS

Background

Teacher assistants may be assigned to schools by the Superintendent and are under the direction of the principal.

Procedures

1. All teacher assistants shall be employed on a continuous, interim, probationary, or interim contract, with the total assignment being deemed to be the number of teacher days in a specific school year.
2. Salary will be based on 200 days of employment per year, 6.5 hours per day, and includes vacation pay and statutory holidays, as per the Employment Standards Code. Teacher assistants working more than 6.5 hours per day will have their salary adjusted accordingly.
3. The principal may request an aide to attend workshops or seminars associated with the responsibilities of their assignment that will be considered as part of the 200-day requirement.
4. Employee benefits for assistants will be the same as those of Division support staff.

(Please refer to our Non-Teaching Staff Handbook.)