

**Instructional Arrangements****Instructional Assistants**

The EASTCONN Executive Committee of the Board of Directors shall employ instructional assistants to work under the general supervision of the Immediate Supervisor and to assist teachers in such duties as:

1. Managing and maintaining records, materials, and equipment.
2. Attending to the physical needs of children.
3. Performing other limited services to support teaching duties when such duties are determined and directed by a teacher or administrator.
4. Lunchroom duties.

Instructional Assistant means an adult school employee who works under the direction of the certified administrative and teaching staff in performing, within the limitations of training and competency, certain instructional and non-instructional functions in the school program.

In compliance with applicable legal requirements, the EASTCONN Executive Committee of the Board of Directors shall require all teacher aides/paraprofessionals with instructional duties that are newly hired in a Title I school program to have a secondary school diploma or its recognized equivalent and to have:

1. Completed at least two years of study at an institution of higher education;
2. Obtained an Associate's or higher degree; or
3. Met a rigorous standard of quality through a formal state or local academic assessment.

EASTCONN will not hire Title I paraprofessionals who do not meet these standards.

Exception to these requirements may be made with regard to paraprofessionals who act as translators or who coordinate parent involvement activities.

The Director of Education or his/her designee and/or the staff development committee shall develop an appropriate in-service program for paraprofessionals.

Paraprofessionals are employed so that the certified staff may direct their energies to the students' education. The Principal and the supervising teacher are jointly responsible for making final decisions related to the duties and responsibilities to be assigned to a paraprofessional.

(cf. [4222](#) – Instructional Assistants/Paraprofessionals)

Legal Reference: 20 U.S.C. §1119(c) No Child Left Behind Act P.L. 107-110

Policy adopted: 3/23/2021