

NON-INSTRUCTIONAL/SUPPORT PERSONNEL

PERSONNEL POSITIONS

No new position shall be advertised unless the terms of employment and job description have been approved by the Terrebonne Parish School Board.

The number of support personnel to be employed in the school district shall be determined by the Terrebonne Parish School Board. It is the intent of the Terrebonne Parish School Board to activate a sufficient number of positions to accomplish the district's goals and objectives.

The Superintendent shall be delegated the authority to make recommendations to the Board for adding new positions and for making revisions and/or adaptations to existing job titles and/or descriptions, or for making adjustments to the system's personnel that will contribute to more efficient operations.

The Superintendent shall maintain a comprehensive and up-to-date set of job descriptions of all positions in the school district. These job descriptions shall be kept on file and utilized in conjunction with the performance evaluation plan. All personnel shall be given a copy of their respective job description, when first employed, and any time the job description is revised.

Revised: November 2012

Ref: La. Rev. Stat. Ann. §§17:54, 17:81; Board minutes, 5-21-91, 11-20-12.