

SUBJECT: **PROFESSIONAL STAFF POSITIONS**

Supersedes: GCA
Effective: October 9, 2008
Page: 1 of 2
Approved by: Detroit Board of Education

1.0 Policy

The central staff will maintain job description for each position classification within the district. These job descriptions will include the position title, general duties and responsibilities, qualifications for the position, and salary arrangement.

For purposes of management effectiveness, positions will also be classified in accordance with the bargaining unit that represents them, with the exception of executive-level positions and others that are not included in units because of their specialized and/or confidential nature. The latter, however, will be classified as related to a particular unit (which one depending on responsibilities), and employees in the positions will receive the fringe benefits and other considerations granted in the unit mentioned.

All professional personnel employed will meet certification requirements established by the state board of education, accrediting requirements of the North Central Association, and requirements of the Detroit Board of Education. The central staff will be responsible for checking the validity of certificates, for securing special certificates, and for the renewal and extension of certificates, in accord with the required provisions.

Staffing

Annually personnel needs for the coming year will be reviewed by schools, departments, offices, areas and divisions.

The number of permanent positions for the ensuing year will be established by the Board as it adopts the budget. The number of permanent positions established for each division, office, and area may not be altered except as recommended by the General Superintendent subject to procedures established for approval by the Board of Education (see cross reference below).

Staffing for schools will be consistent with allocation codes and in compliance with collective bargaining agreements. (See manual School Operations Guidelines and Procedures.)

Attachments to Policy 7.18: None

See also: None

Legal References: MCLA § 380.471a
MCLA § 380.1231
MCLA § 380.1233
MCLA § 380.1531-1534 (and accompanying regulations)

Labor Contract References: DFT
OSAS