

File: G10

## PROFESSIONAL STAFF POSITIONS

NOTE: Professional staff positions include all teaching and other positions for which certification by the State is required. Any employee in one of these positions must hold the appropriate certificate issued by the State Board of Education.

All professional staff positions in the Chicopee Public Schools will be created initially by the School Committee. It is the Committee's intent to activate a sufficient number of positions to accomplish the school system's goals and objectives and to provide for the equitable staffing of each school building. Although such positions may remain temporarily unfilled, only the Committee may abolish a position it has created.

Each time a new position is established by the Committee, the Superintendent will present for the Committee's approval a job description for the position that specifies the job holder's qualifications and the job's performance responsibilities. The Assistant Superintendent of Personnel will maintain a comprehensive set of job descriptions for all positions.

*Note: Job descriptions for professional staff positions are available for review in the Office of the Assistant Superintendent of Personnel.*

Annually, a complete list, according to years and months of service, of all teachers in the Chicopee Public Schools will be provided to each member of the School Committee, along with State Certification numbers of all teachers on the list.

1st reading: Reg SC Mtg 1/3/07

2nd reading: Reg SC Mtg 1/17/07