

Salinas Union High School District

STUDENT AIDES/STAFF ASSISTANTS

Student aides/staff assistants include the following: Audio Visual Staff Aide, Special Education Staff Aide, Student Assistant Library, Staff Assistant Attendance Office, Staff Assistant School Office, and Classroom Staff Aide/Staff Assistant in academic and vocational programs.

The following guideline(s) shall apply to the use of student aides/staff assistants in the Salinas Union High School District:

1. The number of student aides/staff assistants in use at any district school during any one period shall at no time exceed three (3) percent of the student population.
2. No student shall serve as a student aide/staff assistant for more than one class each semester or more than four (4) semesters(s) during the six (6) years from grades 7 through 12.
3. Students selected to serve as student aides/staff assistants must have a 2.0 grade point average.
4. Students selected to serve as classroom/laboratory assistants must have taken appropriate prerequisite classes with a minimum 3.0 average, and demonstrated special interest in the subject. In no case will classroom/laboratory assistants be permitted to take roll.
5. Teachers shall be limited to appointing one (1) student aide/ staff assistant per class. In certain classes where particularly close supervision of students is advisable for safety reasons, the principal may allow more than the designated number of student aides.
6. Student aides/staff assistants may receive a semester grade (A-F) only if semester goals and objectives that require application of specific subject knowledge are on file and have been approved by the principal. Such grades shall not be included in GPA computations.

(cf. 5121.1 - Administrative Regulation Grading)

7. The principal, or his designee shall closely supervise the assignment of students to student aide/staff assistant positions and shall make an annual report on the use of student-aides/staff assistants to the Superintendent.