

**GBBA-R Personnel Qualifications and Duties**

12/5/24

**RATIONALE/OBJECTIVE:**

All employees holding positions in the Cobb County School District (District) for which certification granted by the Professional Standards Commission is required must be eligible for certification prior to the effective date of employment and must maintain proper certification during employment.

**RULE:****A. PROFESSIONAL:**

Certified professional personnel are those employees whose salary is based on a certified teacher, a service, or certified administrator salary schedule.

**B. PARAPROFESSIONAL:**

Paraprofessional personnel are those employees whose salary is based on the paraprofessional salary schedule. A paraprofessional is defined as a person who may have less than professional-level certification, who relates in role and function to a professional and does a portion of the professional's job or tasks under the supervision of the professional, and whose decision-making authority is limited and regulated by the professional.

**C. RENEWAL OF CERTIFICATION:**

1. Employees whose certificates expire must meet State and District requirements for renewal or extension prior to the next school year. The District abides by state regulations concerning salary reimbursement and certification requirements.

**D. REQUIREMENTS:**

All certificated professional and paraprofessional employees must meet the requirements of District recognized incentive or grant programs; the laws of the State of Georgia; the rules and regulations of the State of Georgia Board of Education (state standards), the State of Georgia Professional Standards Commission Code of Ethics for Educators; applicable accreditation agencies; and the Georgia High School Association.

**E. TERMINATION:**

Employees not meeting these requirements may be terminated according to state law, Board Policy and District Rules.

**F. ADVANCE APPROVAL:**

Employees who seek advance approval for courses for which they are not certain will meet the District's requirement should submit a written request for approval to the Human Resources Division prior to enrolling in the course.

Revision Timeline\*:

Reclassified an Administrative Rule: 9/1/04

Revised: 11/14/07

Revised and recoded: 7/19/12 (Previously coded as Administrative Rule GCFC)

Revised: 7/1/22; 12/5/24

*\*Administrative Rules and Board Policies are reviewed on a regular basis. Dates indicate when revisions were made, not the dates of document review.*

Division: Human Resources

Legal Reference

O.C.G.A. 20-2-206

O.C.G.A. 20-2-200

O.C.G.A. 20-2-982 et al.

O.C.G.A. 20-2-990

O.C.G.A. 43-44-7

O.C.G.A. 43-44-8

Rule 160-4-8-.05

Alternative teacher certification program

Regulation by Professional Standards Commission (PSC); certification requirements; effect of unsatisfactory evaluation

Georgia Professional Standards Act - purpose

Legislative findings re: public education in Georgia

License requirements/exemptions for speech-language pathologists and audiologists

Requirements for licensure for speech-language pathology or audiology

Guidance Counselors