



# Rolling River School Division

## ADMINISTRATIVE PROCEDURE

### GDBB – EDUCATIONAL ASSISTANT WAGE SCALE PLACEMENT

---

The Board of Trustees recognizes the diversity of training and experience that can contribute to the value of service to students of an Educational Assistant. In recognition of this, the Board approves the advanced placement on the wage scale at the time of hire or upon successful completion of an appropriate and recognized post-secondary program of study, such as:

- Health Care / Health Care Aide
- Early Childhood Education
- Educational Assistant/ Instructional Paraprofessional
- Social Work
- Teacher Education

Placement on the Educational Assistant pay scale will be one increment per year of the completed post-secondary program.

The Superintendent will have the final approval for a program of study to qualify for advanced placement on the wage scale.

Further, the Board delegates the authority to the Superintendent to place an Educational Assistant one step above the base rate on the wage scale at time of hire, based on verified equivalent Educational Assistant experience in another School Division.

Educational Assistants that are rehired following a Division imposed lay-off due to a shortage of work will be reinstated at the same step on the pay scale at time of lay-off.

**Date Adopted:** June 13, 2007  
**Date Revised:** December 9, 2009  
**Date Reaffirmed:** March 5, 2014  
**Date Reaffirmed:** January 16, 2019