NOTICE OF VACANT POSITION
Support Personnel
Tuscola Intermediate School District Announces:

Date of Posting: March 11, 2020
*Deadline for Application: March 19, 2020
Starting Date: Immediately

<table>
<thead>
<tr>
<th>POSITION</th>
<th>IMMEDIATE SUPERVISOR</th>
<th>Working Hours/Days</th>
<th>Working Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Teacher Parapro – Nursing – L.P.N.</td>
<td>Stephanie VanPetten</td>
<td>8:15 a.m. to 3:15 p.m. Monday – Friday</td>
<td>184 days/School Year – An additional 20 Summer days possible</td>
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* This position will be posted to the general public until filled. Internal candidates must bid for the position at the BID Meeting outlined above.

**CLASSIFICATION:** Teacher Parapro  
**LOCATION:** Highland Pines School  
**RESPONSIBLE TO:** Stephanie VanPetten, Assistant Principal-HPS  
**RATE OF PAY:** $17.68/hr. - Per TIPPA Master Agreement; Medical, Dental, Vision, Life and Long Term Disability Insurance Benefits are available

**MINIMUM REQUIREMENTS - PARAPRO:**
- Possess a high school diploma or general education degree (GED)
- Valid Licensed Practical Nurse certification.
- Educational experience and training completed in an L.P.N. program
- Completed two years of relevant special education experience compatible with assignment
- Demonstrate competency in reading, writing and mathematics by passing the District’s approved ETS Parapro assessment test by achieving a passing score of 460

**BARGAINING UNIT MEMBERS INTERESTED IN VACANCIES MUST MAKE APPLICATION IN WRITING WITHIN 7 WORKING DAYS FROM THE DATE OF POSTING. IF A CURRENT EMPLOYEE IS APPLYING FOR A POSITION IN A DIFFERENT CLASSIFICATION, IT IS THE EMPLOYEE’S RESPONSIBILITY TO PROVIDE DOCUMENTATION OF MINIMUM QUALIFICATIONS AT THE TIME OF APPLICATION. THE EMPLOYER SHALL MAKE KNOWN ITS DECISION AS TO WHICH APPLICANT HAS BEEN SELECTED TO FILL A POSTED POSITION WITHIN 15 WORKDAYS AFTER THE EXPIRATION OF THE POSTING PERIOD.

**APPLY IN WRITING WITH A COVER LETTER, A RESUME, TRANSCRIPTS, COPY OF VALID NURSING LICENSE AND A COMPLETED SUPPORT STAFF APPLICATION (obtain from www.tuscolaisd.org) TO:**

Amanda Astley, HRS  
Tuscola Intermediate School District  
1385 Cleaver Road, Caro, MI 48723  
aastley@tuscolaisd.org

Posted By:  
Signature  

[Signature]

3-11-2020  
Date

For Office Use Only

PLEASE POST: TTC-2, HPS-2, TISD Admin Bldg., REMC, Pioneer Work & Learn  
Other: ________________________________

COPIES TO:  
TIPPA President, TIEA President, Supt., Asst. Supt.  
Summer TIPPA Members (if applicable), TIPPA Members on Layoff (if applicable)  
Other: ________________________________