

## **BASIC SKILLS PROFICIENCY TEST - CLASSIFIED**

State law requires that no person shall be initially assigned to assist in instruction as an instructional aide, unless the person has demonstrated proficiency in basic reading, writing and mathematics.

There are two (2) steps in meeting this standard. First, an instructional aide must have a high school diploma or its equivalent including a G.E.D. from an adult education program.

The Second step is to meet the district's academic standard which can be met by one of the following three criteria:

- 1) Complete at least two years of study (48 semester units or equivalent) at an institution of higher education; or
- 2) Obtain an Associate's Degree or higher; or
- 3) In a manner other than the receipt of a high school diploma, meet a rigorous standard of quality and demonstrate, through a locally determined assessment, knowledge of and the ability to assist in instructing either:
  - a) Reading, writing and mathematics; or
  - b) Reading readiness, writing readiness, and mathematics readiness.

The District administers a proficiency test meeting the requirements of number 3 above. A person who passes a proficiency test in one district and transfers to COJUSD, shall be considered to have met this step.