**~~603 CMR 13.00: Certification of Supervisors of Attendance~~**

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| ~~Section:~~ |
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~~13.01~~**~~:~~** ~~Phase III Requirements~~

~~13.02: Conditions of Employment~~

~~All persons qualified for appointment as supervisors of attendance by Civil Service examinations and experience prior to the effective date of 603 CMR 13.00 shall remain eligible for appointment as supervisors of attendance until the expiration of their Civil Service eligibility.~~

~~No supervisor of attendance appointed prior to September 1, 1972 shall be adversely affected by 603 CMR 13.00.~~

~~A school committee may upon its request be exempted from these requirements by the Department for any one school year when compliance therewith would in the opinion of the Department constitute a great hardship in the securing of supervisors of attendance for the community.~~

### ~~13.01: Phase III Requirements~~

~~A candidate for certification as a supervisor of attendance shall submit to the Board of Education:~~

~~(1) An application for such certification with evidence of good health and moral character.~~

~~(2) Evidence of two years satisfactory full-time, paid experience as a professional public or private; school teacher, or guidance counselor; health, welfare or social worker; as an aide to a supervisor of attendance; or as a parole, probation or law enforcement official whose major responsibilities during these two years have been working with juveniles and/or in home investigations.~~

~~(3) Evidence of knowledge of the laws concerning school attendance and of services available to children with attendance problems. The Director of Civil Service will make this determination in the case of Civil Service communities.~~

~~(4) Evidence of possession of a bachelor's or higher earned degree and a minimum of 18 semester hours in psychology, guidance and/or social work at an accredited or approved four-year college.~~

~~A master's degree in psychology, guidance, social work or education with a minimum of 18 semester hours in psychology, guidance and/or social work may be accepted in lieu of experience described in 603 CMR 13.02(2).~~

### ~~13.02: Conditions of Employment~~

~~No person shall be eligible for employment by a school committee as a supervisor of attendance unless he has been granted a certificate by the Board of Education. A school committee, upon its request, may be exempted by the Department from these requirements for any one school year when compliance therewith would in the opinion of the Department constitute a great hardship in securing supervisors of attendance for the town. Service as a supervisor of attendance may not be accepted as meeting the experience prerequisite for certification unless it is served under a legally granted exemption. Exemptions under this paragraph may not be granted by the Board of Education for any person for more than three consecutive years.~~

~~No exemption under the 603 CMR 13.02 shall be granted by the Board of Education to candidates for appointment in any city or town subject to the provisions of M.G.L. c. 31 and the rules made thereunder if the Civil Service Commission has certified three or more persons to the School Committee of said city or town who have met all the requirements of 603 CMR 13.02 for the position of supervisor of attendance.~~

~~Applicants for positions in all cities and in those towns which have adopted the provisions of M.G.L. c. 31, ' 4 (application of the provi-sions the civil service law to supervisors of attendance) will be required to take an examination on their knowledge of those provisions of M.G.L. c. 71, 72, 76, 77, 101, 140 and 149, as amended, insofar as they pertain to the position and duties of supervisors of attendance. No person taking such an examina-tion will be placed on a certified list of persons eligible for appoint-ment to the position unless a copy of the person's certificate as a supervisor of attendance is presented to the Director of Civil Service. A certificate, limited for use in communities operating under M.G.L. c. 31 ' 4 and to be valid only with civil service eligibility, will be issued for this purpose.~~

~~School committees in towns not operating under M.G.L. c. 31 ' 4 may determine the knowledge of applicants for supervi-sor of attendance of services available to children with attendance problems and of the laws designated above and if such committee deter-mines that a candidate does possess such knowledge, the committee shall so notify the Board of Education. However, no appointment will be legal unless it is in compliance with this regulation.~~

~~Application for certification as supervisor of attendance must be made on an approved form obtained from the Office of Teacher Certification, 75 Pleasant Street, Malden, MA. School committee requests for exemptions from these requirements will be considered only if the individual for whom the request is made has filed with the Department an application for certification with supporting documents.~~

~~Regulatory Authority:  
603 CMR 13.00: M. G. L. c. 71, ' 38G.~~