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**Contracts: Education Support Professionals
Policy Series: 5000 Personnel**

Policy No. 5080

Purpose

The purpose of this policy is to define and recognize Education Support Professionals (ESPs) within the District and outline the parameters that must exist for an ESP to be eligible for benefits consistent with District practice, state law, and applicable contracts or agreements. In 2013, the State of Utah changed its eligibility thresholds (e.g., required hours per week) for retirement and health insurance benefits. ~~Prior to 2013, a 30-hour work week was not required for ESP employees to receive retirement and health insurance benefits. After the State of Utah changed these thresholds, only ESP employees who work more than 30 hours per week are eligible for benefits retirement and health insurance benefits.~~

The District is committed to ensuring transparency in what ~~benefits~~ we provide to our Education Support Professionals who contribute significantly to a safe and effective learning environment.

Definitions:

1. Education Support Professional: non-licensed staff who provide essential services that support student learning and school operations, such as paraprofessionals, clerical staff, custodial and maintenance personnel, transportation employees, food service workers, and other classified employees.
2. Benefits: compensation or non-wage provisions provided to employees in addition to salary or hourly pay. This may include health, dental, vision, and life insurance; retirement contributions; leave banks; disability coverage; tuition assistance; employee assistance programs; and other employment-related benefits authorized by the District.

Job Descriptions

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42 The Board shall ~~direct the Superintendent to adopt job descriptions~~ ~~adopt policies~~ specifying the
43 duties of each of its education support positions of employment. The Board shall ~~direct the~~
44 ~~Superintendent to~~ assign positions of employment to meet the specific needs of the District.
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Benefits for Employees Hired after July 1, 2013

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Unless otherwise defined by District policy or negotiated agreement and subject to Federal law,
~~an~~ education support professionals (ESPs) hired on or after July 1, 2013:

- 51 1. may be required to work twenty (20) hours or more in a regular work week; and
- 52 2. may be exempt from receiving benefits normally provided to education support
53 professionals ~~if they work fewer than 30 hours and are not a contracted Education~~
54 ~~Support Professional.~~

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Legal References

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59 [Utah Code § 53G-4-402\(5\), \(17\) \(2025\)](#)
60 [Utah Code § 49-12-102\(5\)\(c\) \(2025\)](#)

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63 **Board Approved:** May 12, 2026

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