

**South Coast Education
Service District**

Code: **GAA**
Adopted: 11/18/97
Readopted: 4/10/07
Readopted: 2/13/18
Orig. Code(s): GAA

Personnel: Definitions *

“Licensed employees” are those holding a position that requires a license issued by either the state Teacher Standards and Practices Commission or State Board of Examiners.

1. “A teacher” is an employee who holds a position requiring a teacher's license.
2. “A contract” teacher means any teacher who has been regularly employed by the ESD for a probationary period of not more than three school years and who has been retained for the next succeeding school year.
3. “A probationary teacher” is one who is not a contract teacher and who works at least 135 consecutive days in any school year as a teacher in the ESD.
4. “A temporary teacher” is any teacher employed to fill a position designated as temporary or experimental or to fill a vacancy that occurs after the opening of school because of unanticipated enrollment or the death, disability, retirement, resignation, contract non-extension, or dismissal of a contract or probationary teacher. A temporary teacher is employed under contract for 40 or more consecutive school days in the same assignment.
5. “A substitute teacher” is any teacher employed to take the place of a probationary or contract teacher who is temporarily absent. A substitute teacher is employed on a day-to-day basis, without contract, and does the work of the regularly assigned teacher during the latter's absence from duty. Substitute teachers will not be eligible for fringe benefits and will be paid at a rate established annually by the Board in accordance with the provisions of Oregon law.
6. “An intern teacher” is a regularly enrolled student of a college or university who teaches under the supervision of the staff of such institution and of the ESD in order to acquire practical experience in teaching. The intern teacher receives both academic credit from such institution and financial compensation from the ESD.
7. “An administrator” is an employee who has been granted administrative authority and who spends more than one-half time in the organization, direction, supervision, control or evaluation of employees in or programs of the ESD.
8. A specialist is an employee who has a teaching license, Oregon Health Related license, or a letter of authorization from the Oregon Department of Education and who is employed half-time or more.

“Classified personnel” are those employees in positions for which no teaching or administrative licenses are required by law. These positions are non-contractual. Compensation for these positions is provided on an hourly, weekly or monthly rate of pay.

1. “Full time classified” employees are those employed in a position established by the Board requiring 25 or more hours per week for at least a full school year.
2. “Part-time classified employees” are those employed in a position established by the Board requiring 24 or less hours per week for at least a full school year.
3. “Substitute classified employees” - the District will adhere to the current language/definition in the collective bargaining agreement.
4. Temporary employee: A person who is employed for a specific job upon the completion of which service will not be required on an ongoing basis provided the work does not exceed sixty-five (65) work days, unless the District and the Association have agreed to a longer period, or a person who is employed to replace an absent regular employee who is on an authorized unpaid leave of absence.

“Confidential employees” are designated in accordance with Oregon law and provisions of the labor agreements between the ESD and its licensed and classified employees. Such employees are designated by the Board and will be excluded from any bargaining unit. Salaries and benefits for confidential employees will be established by the Board.

END OF POLICY

Legal Reference(s):

ORS 243.650(6), (23)
ORS 332.505
ORS 332.554(3)
ORS 342.120
ORS 342.125
ORS 342.420

ORS 342.610
ORS 342.815
ORS 342.835
ORS 342.840
ORS 342.845

OAR 584-020-0005

Job York v. Portland Sch. Dist., No. FDA 83-7 (August 1983).