

Support/Classified Staff

Note: Policies and regulations in this GD section (Support Staff) pertain to classified and non-licensed staff and cover all categories of clerical personnel, food services personnel, maintenance and custodial personnel, bus drivers, etc.

Definitions

1. A full-time classified employee is one who consistently works 30 or more hours per week by job design and approved fiscal budget.
2. A *part-time* classified employee is one who is budgeted and normally works less than 30 hours per week.
5. An *hourly* classified employee is one who is not considered to be exempt by Federal law.
6. A *substitute* classified employee is one who takes the place of an absent classified employee.

Adopted: July 24, 2007