

## **DAB - DEFINITIONS FOR PERSONNEL POLICIES**

When policy language is only applicable to certain classifications of employees, the following definitions shall apply:

- *Administrator*: An individual who is employed by the board of a public school district primarily for administration of a school or schools of the district and who devotes at least fifty percent of the individual's time in any one year to the duties of administration of the school or schools of the district. The term includes a school district superintendent, an assistant or associate school district superintendent, a school principal, an assistant or associate school principal, a special education director, a director of a multidistrict special education unit, a career and technical education director, and a director of an area career and technology center. The term may include an athletic or activity director who meets the requirements of other administrators.
- *Ancillary or classified staff*: Employees working for the District on an at-will basis who perform services in roles that do not qualify as an administrator or teacher defined in this policy. Examples include, but are not limited to paraprofessionals, secretaries, custodians, coaches, bus drivers, cooks,
- *Full-time employee* is defined as a staff member working an average of [#] hours per week. All employees not meeting or exceeding this threshold are considered part-time. This definition shall apply except when superseded by the negotiated agreement. "Full time" employment may be defined differently under the terms of a health care plan for the exclusive purposes of plan eligibility, but any alternative plan definition does not affect this policy's definition as it applies to other terms and conditions of employment.
- *Licensed teacher*: Individuals licensed to teach by the ESPB or approved to teach by the ESPB and employed primarily as a classroom teacher.