Personnel: Definitions

"Licensed employees" are those holding a position that requires a license issued by the state Teacher Standards and Practices Commission.

1. "A teacher" is an employee who holds a teacher's license.

2. "A contract teacher" means any teacher who has been regularly employed by a school district for a probationary period of not more than three successive 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 district.

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.

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. Substitutes 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 district in order to acquire practical experience in teaching. The intern teacher receives both academic credit from such institution and financial compensation from the district.

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 district employees or programs.

8. "A specialist" is an employee who has a teaching 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.

1. "Regular classified employees" are those employed in positions established by the Board requiring 20 or more hours per week for at least a full school year.

2. "Part-time regular classified employees" are those employed in positions established by the Board requiring less than 20 hours per week for at least a full school year.

3. "Temporary/Substitute classified employees" are those employed on an as-needed basis. The Board shall determine if these employees are eligible for benefits.

4. "Classified supervisory employees" are those who serve in positions that exercise administrative authority or supervisory responsibility over classified employees and as defined in ORS 243.650 (23).

5. "Seasonal classified employees" are those who are employed to perform a specific and defined service to the district and paid a predetermined stipend according to the master contract salary schedule.

"Supervisory employees" are those individuals having authority to hire, transfer, suspend, lay off, recall, promote, discharge, assign, reward or discipline other employees, or responsibly to direct them, or to adjust their grievances or effectively to recommend such action if the exercise of such authority is not of a merely routine or clerical nature but requires the use of independent judgment. No nurse, charge nurse or similar nursing position shall be deemed to be supervisory unless such position has been traditionally classified as supervisory.

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

"Administrative employee" means an employee of the district who possesses authority to formulate and carry out administrative and/or program decisions, or who represents administration's interest by taking or effectively recommending discretionary actions that control or implement district policy, and who has discretion in the performance of these administrative and/or program responsibilities beyond the routine discharge of duties. An "administrative employee" need not act in a supervisory capacity in relation to other employees.

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).