

# Condon School District 25J

Code: **GCIA/GDIA**  
Adopted: 4/12/94  
Readopted: 11/9/05; 11/12/08

## Notice of Employment

The Board recognizes the need to inform each classified and licensed employee of his/her position assignment. Each year classified and licensed employees will receive a position assignment notification reaffirming his/her position with the district. This notification will indicate the position assigned, length of position, salary and/or other terms and conditions.

Oregon Revised Statute Chapter 342 outlines the parameters of the continued employment notification of both probationary and contract employees. In keeping with this statute, the Board will issue approved contracts only to certified employees with probationary status.

END OF POLICY

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### Legal Reference(s):

[ORS 332.107](#)  
[ORS 342](#)