

Coos Bay School District 9

Code: **GAA**
Adopted: 11/10/97
Readopted: 5/04/10; 5/08/17
Orig. Code(s): GAA

Personnel: Definitions

“Licensed employees” are those holding a position that requires a license issued by the state Teachers Standards and Practices Commission (TSPC).

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 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 is employed for 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 nonextension 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 candidate of an approved educator preparation provider, who teaches under the supervision of the staff of the provider and of the employing district in order to acquire practical experience in teaching. The intern teacher receives both academic credit from the provider and financial compensation from the district or education service district.
7. An "administrator" is an employee who holds a valid Oregon administrative license or registration and who works in a position requiring an administrative license. An administrator includes but is not limited to all superintendents, assistant superintendents, principals and academic program directors in public schools or education service districts who have direct responsibility for supervision or evaluation of licensed teachers and who are compensated for their services with public funds.
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 whose positions do not require a teaching or administrative license.

1. Other than 12 month regular employee. An employee who works eight hours per day for other than 12 months per year and has completed his/her probationary period.

2. Other than 12 month regular part-time employee. An employee who works less than eight hours per day for other than 12 months per year and has completed his/her probationary period.
3. Twelve-month regular full-time employee. An employee who works eight hours per day for 12 months per year and has completed his/her probationary period.
4. Twelve-month regular part-time employee. An employee who works less than eight hours per day for 12 months per year and has completed his/her probationary period.
5. "Temporary employee." A person who is hired not to exceed 60 consecutive work days to fill a position created for the purpose of completing a specific task, upon completion of which it will not be required on an ongoing basis; or for positions which are seasonal and whose services are not required beyond a 90-day period.
6. "Substitute employee." A person hired for the purpose of filling the position of an absent employee, or a person employed for the purpose of temporarily filling a vacancy created by the separation of an employee from the district, not to exceed 15 work days or the time required to post and fill the position, whichever is the lesser. The parties may agree to a longer period, good cause existing.
7. "Classified supervisory employees" are those who serve in positions that exercise administrative authority or supervisory responsibility over classified employees, as indicated in the job description of such positions.
8. "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 are not currently members of either the Coos Bay Education Association or Oregon School Employees Association, Chapter 33, bargaining units.
9. "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).

Cross Reference(s):

GC - Licensed Staff Positions