

Harney Education Service District

Code: **GDA**
Adopted: 6/11/03
Readopted: 2/13/13
Orig. Code(s): GDA

Noncontracted Positions

Full-time Employees

Noncontracted personnel of the ESD ordinarily shall be employed for full-time service to the ESD.

Full-time employees are defined herein as those employees whose service to the ESD is required for a normal workweek at least eight school months in any school year.

Unless otherwise specified by the Board, the normal workweek shall be 40 hours, Monday through Friday, with individual's schedules to be determined by job responsibilities and with the approval of the superintendent.

Employees may be expected to perform services for the ESD at times other than the days and hours defined as the normal workweek. When such working days or hours are required to meet the needs of the ESD, such days and hours of employment shall be considered the normal workweek and under no circumstances will the normal workweek exceed 40 hours.

Part-time Employees

Noncontracted employees whose conditions of employment require less than 40 hours of service per week, or when such service is temporary or conditional, shall be considered part-time employees.

Regular Employees

Noncontracted employees of the ESD whose service is required as part of programs or services provided by the ESD, when such services are a part of those services the ESD normally offers to schools or other agencies by resolution, contract or other legally binding agreement the Board may enter into, shall be designated as regular employees.

Temporary Employees

Noncontracted employees of the ESD whose service is required to fill a temporary or emergency need, which may or may not be a part of the service the district normally offers to schools or other agencies by resolution, contract or other legally binding agreement the Board may enter into, shall be designated as temporary employees.

END OF POLICY

Legal Reference(s):

[ORS 334.125\(7\)](#)

[ORS 334.125\(5\)](#)

[ORS 342.120](#)

[OAR 581-022-1710\(2\)](#)

[OAR 581-037-0005 to -0030](#)

OR. DEP'T OF EDUC., SUGGESTED PERSONNEL POLICY GUIDELINES FOR SCHOOL DISTRICTS - EDUCATIONAL
No Child Left Behind Act of 2001, 20 U.S.C. § 6319 (2006).

The Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, 38 U.S.C. § 4212.

Title II of the Genetic Information Nondiscrimination Act of 2008.

Section 503 of the Rehabilitation Act of 1973.