

Ontario School District 8

Code: **GAA**
Adopted: 12/21/95
Readopted: 8/18/10
Orig. Code(s): GAA

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 or is registered to teach by TSPC.
2. A “contract teacher” is one who has completed three consecutive years with at least 135 days of employment each of the three years as a teacher in the district schools and has been rehired for a fourth year of teaching in the district.
3. A “probationary teacher” is one who is employed under regular contract and who works at least 135 consecutive days in any school year as a teacher in the district.
4. A “substitute teacher” is any teacher employed to take the place of a probationary or permanent teacher who is on an approved paid or unpaid leave of absence.
5. A “temporary teacher” means a teacher employed to fill a position designated as temporary or experimental or to fill a vacancy which occurs after the opening of school because of unanticipated enrollment or because of the death, disability, retirement, resignation, contract nonextension, or dismissal of a contract or probationary teacher.
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.
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.

The superintendent will maintain a job description for each position so established in the district.

“Classified personnel” are those employees in positions for which no teaching or administrative licenses are required by law.

The “classified staff” shall be all employees not required by state law or policy of the Board to hold a teaching or administrative license.

1. “Regular classified” employees are those personnel who have completed a probation period and are employed in positions established by the Board.
2. “Substitute classified” employees are those personnel who do the work of a regular classified employee during the regular employee’s absence from duty.
3. “Temporary classified” employees are those personnel employed to fill positions designated as temporary and separation may occur at any time without previous notice.
4. “Part-time classified” employees are those personnel who serve on a regular basis for less than full day or full week and whose compensation is a pro-rated amount of the regular salary commensurate with those hours worked.

“Supervisory employees” are those individuals having authority to hire, transfer, suspend, layoff, 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 those positions as designated in accordance with Oregon law. Such employees will be excluded from any bargaining unit. Confidential employees shall receive salary and benefits as established by the Board.

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 342.805\(8\)](#)
[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).