

Oregon City School District

Code: **GCE**
Adopted: 10/01
Readopted: 2/11/08
Orig. Code(s): 3250

Part-Time and Substitute Professional Staff Employment

Part-time teaching, including the sharing of one position by two part-time employees, will be approved if determined to be in the best interest of the district by the Director of Human Resources, after consultation with the principal or supervisor involved.

Job-sharing will not be approved when it would result in increases in costs to the district or decreases in productivity and job performance.

All salary and benefits, including leave days, insurance payments and tuition reimbursement, shall be pro-rated for part-time teachers.

In accordance with ORS 342.845(2), part-time teachers of half-time or more, including those who have voluntarily reduced from full- to half-time, will be assigned by the district at not less than half-time but less than full time.

Part-time teachers sharing one job will complete, in cooperation with the principal, a job sharing agreement prior to the start of the assignment.

Part-time teaching in home instruction classes will be paid at an hourly rate as established by the Board.

END OF POLICY

Legal Reference(s):

[ORS 332-505](#)

[ORS 332-507](#)

[ORS 342.420](#)

[ORS 342.610](#)

[ORS 342.815](#)

[OAR 584-020-0000](#)

[OAR 584-020-0045](#)