

Salinas Union High School District

TEMPORARY AND PART-TIME PERSONNEL

Employment

All classified service positions shall be authorized by the Board of Trustees and appear in a Table of Authorized Positions to be maintained by the Personnel Division.

When it is determined that employment of short-term or substitute classified personnel is necessary, the Superintendent or his/her designee is authorized to hire such personnel subject to ratification by the Board of Trustees. Board ratification of such employment shall be secured at the beginning of a particular school year for those personnel who may be employed in a variety of such temporary jobs throughout the balance of the school year. Names of additional short-term or substitute personnel not previously ratified by the Board shall be subject to Board ratification at its next regular meeting following employment by the Superintendent or his/her designee. Such personnel may be used in a variety of temporary jobs throughout the balance of that school year.

This process shall be subject to renewal at the beginning of each school year.

Salaries

It shall be the policy of the District to compensate classified substitute and short-term employees in accordance with the salary schedule approved by the Board.

Policy adopted: 11/24/81

Revised: 9/23/03