

ALL PERSONNEL

Conditions of Employment

Conditions of employment include but are not limited to the following:

- completing all recruitment requirements successfully;
- providing appropriate credentials and licenses as required by the job description;
- signing all documents as legally required;
- providing proof of eligibility to work in the United States;
- passing criminal records check/fingerprinting;
- providing proof of freedom from active tuberculosis;
- passing a job related physical examination when required and as appropriate.

Simultaneously with the offer of employment, specific jobs may also include a pre-employment physical ability test.

Health Examinations

The Superintendent reserves the right to request a physical examination of an existing employee by a designated medical practitioner.

Certificated Personnel

The Superintendent will not employ any certificated person who has not either demonstrated required basic skills proficiency, obtained a required waiver or will be otherwise employed pursuant to a child development permit. The Superintendent may make provisions for teachers to hold emergency or provisional credentials in order to teach, providing no acceptable regularly credentialed teachers are available and meet the needs of the County Office of Education. The Superintendent directs that all employees take personal responsibility for renewing their credentials/licenses/permits. Each credential/ license/permit actively used or required by the job description must be registered with the County Office of Education prior to the first day of paid service. No warrant shall be issued to any certificated employee who has failed to register and maintain the necessary credential/licensing with the County Office of Education.

The basic skills proficiency test is not required of certificated persons who have been employed by another school district in a position requiring certification within 39 months prior to employment in the County Office of Education or who are in a position requiring a child development permit. Adult education designated subject credential holders are

exempt from the basic skills test requirement if employed in a non-academic instructional setting for 20 hours or less per week.

Persons holding a designated subject special subjects credential or vocational designated subject credential shall not be required to take the state basic skills proficiency test as a condition of employment unless the specific credential requires the possession of a baccalaureate degree, in which case a County Office of Education proficiency test shall be required, based on criteria established by the Superintendent for these credentials.

Certificated/Classified Management

Certificated/Classified Management are at-will employees unless otherwise provided by written contract or law.

Classified Employees

Classified employees are entitled to continuing employment unless otherwise notified in writing.

Legal Reference:

EDUCATION CODE

32340-32341 Unlawful issuance of a credential

44066 Restrictions on certification requirements

44250-44279 Credential types

44251 Period of credentials

44252 Issuance and renewal; basic skills proficiency test or criteria

44252.5 State basic skills proficiency test; administration; rules and regulations

44300-44303 Emergency permits

44277 Minimum requirements for maintaining valid teaching credentials

44278 Appeal; adverse actions related to programs of professional growth

44325-44328 District interns

44330-44355 Certificates and credentials

44830 Employment of certificated persons; requirement of proficiency in basic skills

44830.3 Employment of district interns

44842 Failure to notify governing board of intention to remain; failure to report for duty

44843 Notice of employment (to Superintendent)

44857 Registration of certification document

44916 Time of classification; written statement of employment status

44929.20 Continuing contract; districts with less than 250 ADA