

Personnel

Concepts and Roles

The district's personnel policies and related regulations shall be designed to ensure a supportive, positive climate and shall be consistent with collective bargaining agreements and in conformance with state and federal law and regulations.

As the legal representative of the district in negotiations with employee representatives, the Board shall set guidelines for collective bargaining, designate a spokesperson(s), maintain communications during the bargaining process, and adopt the negotiated contract. Terms and conditions of employment which have been negotiated and stated in employee contracts have the force of policy. The Board shall hear employee complaints and appeals when such hearings are in accordance with Board policy or negotiated agreements. The Board also adopts wage and salary schedules.

(cf. 4131 - Staff Development)
(cf. 4141/4241 - Collective Bargaining Agreement)
(cf. 4143/4243 - Negotiations/Consultation)
(cf. 4144/4244/4344 - Complaints)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)
(cf. 9000 - Role of the Board)

The Superintendent has primary responsibility for overseeing the district's personnel system. The Superintendent shall nominate all personnel for employment, and the Board may approve those persons so recommended. Individuals who approach Board members regarding prospective employment shall be referred to the Superintendent or designee.

The Board of Trustees does not desire to exercise its employment responsibilities contrary to the recommendation of the Superintendent and should not employ any person unless recommended by the Superintendent. If a nomination by the Superintendent is not acceptable to the Board, the nomination shall be withdrawn. The Superintendent shall then present other nominations to the Board for consideration.

The Board of Trustees agrees that all approaches by employees to the Board or to the individual members of the Board shall be referred to the Superintendent for consideration and judgment and to act as a court of appeals only after referrals have been made to the Superintendent.

The Board of Trustees desires that the Superintendent conduct the district's personnel relations with fair and sound practices approved by the Board.

Personnel

Concepts and Roles (continued)

- (cf. 4030 - Nondiscrimination in Employment)
- (cf. 4111 - Recruitment and Selection)
- (cf. 4211 - Recruitment and Selection)
- (cf. 4311 - Recruitment and Selection)

The Superintendent or designee shall assign and supervise the work of all employees and shall evaluate their work in accordance with effective accountability systems approved by the Board. The Superintendent or designee also shall recommend disciplinary action which the Board may take against employees when warranted pursuant to Board policy, administrative regulations and/or state or federal law.

- (cf. 4115 - Evaluation/Supervision)
- (cf. 4118 - Suspension/Disciplinary Action)
- (cf. 4215 - Evaluation/Supervision)
- (cf. 4218 - Dismissal/Suspension/Disciplinary Action)
- (cf. 4315 - Evaluation/Supervision)

The Superintendent or designee will receive and consider employee suggestions and submit them, when appropriate, for consideration by the Board.

Legal Reference:

EDUCATION CODE

35020 Duties of employees fixed by governing board

35035 Powers and duties of superintendent

35160 Powers of governing board

GOVERNMENT CODE

3540-3549.3 Public education employer-employee relations

Policy Adopted: March 23, 1987

Policy Revised: September 26, 2005; December 5, 2005