The Santa Clara County Superintendent of Schools is the employer and has the authority and responsibility to fill each classified position with qualified persons, consistent with position requirements. The primary role of classified personnel is to provide services that support and enhance SCCOE’s programs.

The Superintendent or designee shall develop, adopt and implement personnel policies that comply with merit rules law and describe terms of employment that ensure that the duties, responsibilities, and expectations for classified positions are clearly defined and made known to each member of the classified staff.

Assignment

 Classified employees shall be assigned by their immediate supervisors with the approval of the Superintendent or designee. They shall be required to perform those duties prescribed by the job description for the position the employee holds.

Legal Reference:
EDUCATION CODE
1310-1319  Classified staff
45100-45139  Employment of classified staff
45160-45169  Salaries and differential compensation
45190-45210  Resignation and leaves of absence
45220-45320  Merit system

Approved: 12/09/09