

NOVATO UNIFIED SCHOOL DISTRICT

Board Policy

SERIES 4000

BP 4200

CLASSIFIED SERVICE

Classified Personnel

Employees and positions not requiring certification qualifications shall be known as the classified service.

Board Adopted: January 18, 2000

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NOVATO UNIFIED SCHOOL DISTRICT

Administrative Rules and Regulations

SERIES 4000

AR 4200

CLASSIFIED SERVICE

Individuals hired solely for the following purposes are exempt from the classified service: (Education Code 45103)

1. Substitute or short-term employees who are employed for less than 75 percent of the school year to replace any classified employee who is temporarily absent from duty
2. Apprentices and professional experts employed on a temporary basis for a specific project
3. Full-time day students employed part time
4. Part-time students employed part time in any program conducted by a community college district pursuant to Education Code 51760 et seq. and which is financed by state or federal funds

Persons hired solely for purposes which are exempted from the classified service still are subject to the requirements of Education Code 45122-45125 and 49406 as described below. Education Code 45106 mandates the Board, by rule or regulation, to provide for the implementation of this law.

Persons hired solely for purposes which are exempted from the classified service shall nevertheless fulfill the obligations for classified employees related to physical examinations pursuant to Education Code 45122, fingerprinting pursuant to Education Code 45125, and tuberculosis tests pursuant to Education Code 49406. Employment for such purposes after conviction of a sex or controlled substance offense shall be subject to the provisions of Education Code 45123 and 45124. (Education Code 45106)

(cf. 4112.4/4212.4/4312.4 – Health Examinations)
(cf. 4212.5 – Criminal Record Check)
(cf.4218 – Dismissal/Suspension/Disciplinary Action)

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