

Administrative Regulation

Classified Positions, Summer Session Appointments to

Appointment to summer session assignments shall be made, so far as practicable, from employees regularly employed on a less than 12-month basis.

No person whose last performance evaluation was unsatisfactory shall be eligible for summer employment.

Appointment to summer session positions shall be in the order of seniority in the class plus higher related classes. If additional personnel are required, regular district employees who meet the qualifications for the position may be appointed on the basis of seniority in the district.

A permanent employee with less than a 12-month assignment who is employed pursuant to this section shall receive, on a pro rata basis, not less than the compensation and benefits which are applicable to that classification during the regular school year.

- A. If the summer employment is in a class at the same or at a lower salary level, the employee shall receive his/her current regular rate but in no event shall he/she receive more than the maximum step of the range for the class in which the summer assignment is made. If the summer assignment is to a lower class at a range which does not include his/her regular rate, the employee shall be placed at the rate in the range for the lower class which is next lower than his regular rate.
- B. If the summer assignment is in a higher class, the employee shall receive the rate in the salary range for the higher class that is next above the rate received in the employee's regular class. All rights and benefits, including vacation and sick leave, shall accrue to any regular classified employee as a result of the summer session assignment.

Ref: EC Section 45102

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