

**CERTIFICATED EMPLOYMENT FOR TEMPORARY AND
PROBATIONARY EMPLOYEES**

6302

Upon recommendation from the Superintendent or designee, the Board of Trustees shall approve the appointment of all certificated employees. The position and the salary classification shall be reported to the Board at a regular meeting.

The Superintendent or designee shall provide a written statement and/or contract to all new certificated employees no later than the date of first rendering paid service, indicating their status of employment, salary and length of employment. This written statement and/or contract shall also be provided to temporary and probationary employees no later than July of each year thereafter.

Legal Reference:

Education Code 35161 Powers and Duties; Authority to Delegate
Education Code 44916 Time of Classification; Written Statement of
Employment Status

Board of Trustees
July, 2003
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