

CONCEPT AND ROLES

The County Superintendent recognizes that the success of district students and programs hinges on effective personnel. The Superintendent desires to establish safe and supportive working conditions that will attract and retain staff members who are highly qualified and dedicated to the education and welfare of students. The County Office'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 County Office in negotiations with employee representatives, the Superintendent shall set goals and guidelines for collective bargaining, select the bargaining team, 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 shall have the force of policy. The County Office shall hear employee complaints and appeals when such hearings are in accordance with Superintendent Policy or negotiated agreements. The Superintendent shall also adopt wage and salary schedules and shall commit budget funds for staff development so that staff members may continue developing their skills.

The Superintendent has primary responsibility for overseeing the County Office personnel system. To support this effort, the Superintendent shall approve a framework for sound hiring practices.

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

The Superintendent recognizes that every employee has a stake in the County Office's successful operation. The Superintendent encourages all County Office employees to express their ideas, concerns and proposals related to the improvement of working conditions and the total educational program. The Deputy Superintendent or designee shall establish procedures whereby he/she will receive and consider employee suggestions and submit them, when appropriate, for consideration by the Superintendent.

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