

PERSONNEL-MANAGEMENT/SUPERVISORY/CONFIDENTIAL PERSONNEL

SUBJECT: Designations

Management, Supervisory, and Confidential Employees

It is the intent of the County Superintendent of Schools to analyze the needs of the County Office of Education on an annual basis to determine which certificated management positions may not be necessary for the following year. The County Superintendent, at his/her discretion may offer multi-year contracts. Such decisions are made strictly by the County Superintendent.

The County Superintendent will designate management, supervisory and confidential positions. The list of designated positions shall be kept in the Division of Personnel Services.

Management, supervisory and confidential positions shall be defined as follows:

1. Management employees are those having significant responsibilities for formulating County Office of Education policies or administering County Office of Education programs and who have been legally designated as management by the County Superintendent.
2. Supervisory employees are those who have the authority to make recommendations to the County Superintendent or designee concerning the employees under their supervision. This authority shall extend to the following areas; hiring, transfer, suspension, layoff, recall, promotion, discharge, assignment, reward, discipline, direction, work assignment and discipline.
3. Confidential employees are those employees who, in the regular course of their duties may, have access to or possess information relating to their employer's employer-employee relations.

(cf. 2100 Administrative Staff Organization)

Legal Reference:

EDUCATION CODE

45100.5 Senior management positions

45104.5 Abolishment of senior classified management positions

45108.5 Definitions of senior classified management employees

45108.7 Waiver of provisions of 45108.5

45256.5 Designation of certain positions

GOVERNMENT CODE

- 3540.1 Definitions
- 3543.4 Management position; representation
- 3545 Appropriateness of unit; basis