



*South Washington County Schools
Cottage Grove, MN*

426.1 JOB DESCRIPTIONS

I. PURPOSE

South Washington County Schools shall maintain current job descriptions for all staff. These job descriptions shall be kept on file in the district's Human Resources Department.

II. DEFINITIONS

For non-bargaining unit employees (bargaining unit employee definitions are subject to collective bargaining).

Full Time: Full-time employment positions shall be defined as positions that are scheduled for at least 30 hours of work per week, and at least 9 months of work per year.

Part Time: Part-time employment positions shall be defined as positions that are scheduled for less than 30 hours of work per week, or less than 9 months of employment per year. The School Board shall have the sole discretion in changing a position from part-time to full-time.

POLICY ADOPTED: May 21, 2009

POLICY REVIEWED: August 2013, September 15, 2016

POLICY REVISED: September 26, 2013