

## CONCEPTS AND ROLES

The Monterey County Superintendent of Schools (County Superintendent) recognizes that the success of district students and programs hinges on effective personnel. The Board 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 Monterey County Office of Education's (MCOE) 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 MCOE sole employer in negotiations with employee representatives, the County 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 Superintendent or Chief Human Resources Officer shall hear employee complaints and appeals when such hearings are in accordance with Board policy or negotiated agreements. The County Superintendent shall also adopt wage and salary schedules and shall commit budget funds, when available, for staff development so that staff members may continue developing their skills.

*(cf. 4131 - Staff Development)*

*(cf. 4141/4241 - Collective Bargaining Agreement)*

*(cf. 4143/4243 - Negotiations/Consultation)*

*(cf. 4144/4244/4344 - Complaints)*

*(cf. 4231 - Staff Development)*

*(cf. 4331 - Staff Development)*

*(cf. 9000 - Role of the Board)*

The County Superintendent has primary responsibility for overseeing the MCOE personnel system.

*(cf. 4030 - Nondiscrimination in Employment)*

*(cf. 4111/4211/4311 - Recruitment and Selection)*

The County Superintendent or designee shall assign and supervise the work of all employees and shall evaluate their work in accordance with effective accountability systems. The County Superintendent or Chief Human Resources Officer also shall discipline employees when warranted pursuant to MCOE policy, administrative regulations and/or state or federal law.

*(cf. 4115 - Evaluation/Supervision)*

*(cf. 4118 - Dismissal/Suspension/Disciplinary Action)*

*(cf. 4215 - Evaluation/Supervision)*

*(cf. 4218 - Dismissal/Suspension/Disciplinary Action)*

*(cf. 4315 - Evaluation/Supervision)*

## CONCEPTS AND ROLES (continued) SP 4000

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

### *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*