

## **CONCEPTS AND ROLES**

The Monterey County Superintendent of Schools (County Superintendent) recognizes that success of students and programs hinges on effective personnel. The County 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 Monterey County Office of Education's (MCOE) personnel policies and related regulations shall be designed to ensure a supportive, positive climate and shall be in conformance with state and federal law and regulations and consistent with collective bargaining agreements.

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 Assistant Superintendent of Human Resources shall hear employee complaints and appeals when such hearings are in accordance with policy or negotiated agreements. The County Superintendent shall also adopt wage and salary schedules.

*(cf. 4143/4243 -Negotiations /Consultation)*  
*(cf. 4144/4244/4344- Complaints)*

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

*(cf. 4115/4215/4315-Evaluation/Supervision)*  
*(cf. 4118/4218 Suspension/Disciplinary Action)*

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.

*Legal References:*

EDUCATION CODE

*1294.5 Employment of certificated employees*

*1311 Employment of classified employees*

GOVERNMENT CODE

*3540 Public Education employer-employee relations*

ATTORNEY GENERAL OPINION

*72 Ops Cal. Att. General 25 March 9, 1989*