Part-Time Staff

Depending upon the needs of the district, part-time staff will be hired. The superintendent will be responsible for recommending to the board the number of part-time positions required, if any, and nominees to fill such positions.

Wages and benefits, including but not limited to, sick leave and premiums paid by the district for medical and dental insurance, will be pro-rated according to the percentage of the regular work week worked by each part-time (.5 FTE or more) staff member.

Part-time staff will receive educational experience credits at the rates established in Chapter 392-121 WAC. If the part-time staff member moves to a full-time position, the part-time service will be accumulated and then converted to full-time, full-year experience for salary placement purposes. When the teaching experience is compiled, the total years of service will be determined in accordance with state reporting requirements. Part-time staff will be entitled to credit on the salary schedule for any educational increments earned.

Legal References:

- **WAC 392-121-215**
  - Definition — Full-time equivalent (FTE) basic education certificated instructional staff

- **392-121-264**
  - Definition — Certificated years of experience

- **392-121-270**
  - Placement of basic education certificated employees on LEAP salary allocation documents

- **392-121-295**
  - Definition — District average certificated instructional staff mix factor

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