

Approval by the Board of Trustees must be obtained before a short-term or temporary worker may begin work. The service required to be performed by the worker and the ending date of the service will be certified by the board. The ending date may be shortened or extended by the board, but cannot extend beyond seventy-five percent (75%) of the academic year.

"Substitute employee" means any person employed to replace any classified employee who is temporarily absent from duty. In addition, one or more substitute employees may be hired for not more than sixty (60) calendar days if the district is engaged in a procedure to hire a permanent employee to fill a vacancy in any classified position. Approval by the board is not necessary before a substitute worker may begin working an assignment. The substitute's assignment should be ratified at the next board meeting.

"Short-term employee" means any person who is employed to perform a service for the district upon the completion of which the service required or similar services will not be extended or needed on a continuing basis. Short-term employees, employed and paid for less than seventy-five percent (75%) of an academic year, shall not be a part of the classified service and do not earn the benefits of regular employment.

"Seventy-five percent (75%) of an academic year" means one hundred ninety-five (195) working days, regardless of the number of hours worked per day.