

## **AR 4300 Management, Supervisory and Confidential Personnel**

Management, supervisory and confidential positions shall be classified as follows: (Government Code 3540.1)

1. Management employees are those having significant responsibilities for formulating district policies or administering district programs and who serve in a position which the Governing Board has legally designated as a management position.
2. Supervisory employees are those who, using independent judgment, have the authority, in the interest of the district, to make or effectively recommend:
  - a. Hiring, transfer, suspension, layoff, recall, promotion, discharge, assignment, reward, or discipline
  - b. Assigning work to employees and directing them
  - c. Adjusting employee grievances
3. Confidential employees are those who are required to develop or present management positions with respect to employer-employee relations or whose duties normally require access to confidential information that is used to contribute significantly to the development of management positions.

### **Senior Management of the Classified Service**

A senior management employee is either a fiscal advisor to the Superintendent or an employee in the highest position not requiring certification in a principal district program area, with districtwide responsibility for formulating policy or administering the program. (Education Code 45108.5)

Employees designated as senior management are part of the classified service and shall have the same rights, benefits and duties except the right to permanent status in these positions. (Education Code 45100.5)

**Board Approved:**  
August 19, 2004  
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