



2. Employment Conditions

2.1. Employment Status Definitions. When employees are hired, they will be informed of their employment status. All employees are defined as At-Will, regardless of their employment status. The District uses the following standard definitions for their employees:

2.1.1. Regular Full-Time Employee - An employee who regularly works a minimum of 37.5 hours a week on a continuing basis.

2.1.2. Regular Part-Time Employee - An employee who works fewer than 37.5 hours a week on a continuing basis.

2.1.3. Non-exempt Employee - An employee who is subject to the minimum wage, overtime, and timecard provisions of the wage and hour laws. Such employees are eligible for overtime pay at the rate of one and one-half times the regular rate of pay for all hours worked in excess of 40 hours in the work-week.

2.1.4. Exempt Employee - An employee whose rate of pay and duties meet the criteria for exclusion under the applicable federal and state wage and hour laws, including but not limited to, executive and administrative employees. An exempt employee is not eligible to receive overtime pay.

2.1.5. Temporary/Seasonal Employee - An employee hired with the expectation that he or she is needed for a limited period of time, generally not more than six (6) months. New hires are considered temporary employees until the successful completion of their conditional employment period and conversation to regular employee status.

