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**AURORA PUBLIC SCHOOLS**  
**Adopted January 1978**  
**Revised March 1996**  
**Revised November 2007**

**APS Code: GD**

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### **SUPPORT/CLASSIFIED STAFF**

Employees of the District who are not required to hold a valid Colorado teaching license by virtue of the position to which they are assigned shall be considered classified employees.

Classified employees shall be designated in the following manner:

1. **A probationary employee** is one who has less than one full work year of continuous employment with the District;
2. **A regular employee** is one who has satisfactorily completed the first full work year probationary period in a regular budgeted position and is continued in employment;
3. **A full-time employee** is one who works 40 hours per week in a regular budgeted position;
4. **A part-time employee** is one who works at least 20 hours per week but less than 40 hours per week in a regular budgeted position;
5. **A limited part-time employee** is one who works less than 20 hours per week in a regular budgeted position;
6. **A classified administrator** is an administrator who is not required to hold a valid Colorado administrator's license and whose position is listed in Code GDBA-2-E; and
7. **A temporary employee** is one who performs work of a seasonal or emergency nature for which no specific position allocation is made in the budget. Temporary appointment shall be limited to 90 calendar days after which time the position shall be reviewed.

CROSS REF.: GDBA-2-E, Administrator and Professional/Technical Salary Schedule