

- 4000 PERSONNEL
- 4500 CONFIDENTIAL/CLASSIFIED MANAGEMENT
- 4530 COMPENSATION
- 4531 SALARIES AND FRINGE BENEFITS
- 4531.5 **ADDITIONAL TRAINING**

A Confidential/Classified Management employee who, after employment, is required to gain specific skills to continue in an assignment shall make a written request to the Superintendent for such training.

Upon prior approval and written direction of the Superintendent, the employee shall receive compensation as follows:

- a) When training occurs during the employee's regularly assigned working hours, the employee shall be paid his/her regular rate of pay and regular benefits.
- b) When training occurs at any time other than regularly assigned working hours or workdays, the employee shall receive compensation at his/her regular rate of pay.
- c) The employee shall be reimbursed for instructional fees.
- d) This section does not apply to any employee receiving training and is eligible for reimbursement by any other governmental agency.

References: Education Code 45387

Approved as to form:

  
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Deputy County Counsel

Approved by  
Marin County Board of Education - 8/8/89