



Book	Siskiyou Joint Community College District Administrative Procedures
Section	Chapter 7: Human Resources
Title	Claims for Work Out of Classification
Code	AP 7233
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Legal	Education Code Section 88010
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Office	Human Resources
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Classified employees, which includes unrepresented employees, shall not be required to perform duties that are not fixed and prescribed for the position by the Superintendent/President unless the duties reasonably relate to those fixed for the position, for any period of time that exceeds five working days within a 15-calendar-day period except as authorized in these procedures.

A classified employee may be required to perform duties inconsistent with those assigned to the position for a period of more than five working days if the employee's salary is adjusted upward for the entire period of working out-of-classification and in amounts that will reasonably reflect the duties required to be performed outside of his/her/their normal assigned duties. For California School Employees Association unit members, please see CSEA current contract.