

## **Lewis Center for Educational Research**

**BP 4200:      PERSONNEL  
                  CLASSIFIED PERSONNEL**

**Adopted:      June 5, 2003**

**Revised:**

The Foundation Board desires to fill each of its classified positions with highly skilled and qualified persons, consistent with position requirements. The primary role of classified personnel is to provide services that support and enhance the LCER's educational program.

The classified service shall consist of all employees in positions not requiring certification. Individuals who possess certification qualifications shall not be prohibited from being employed in a classified position.

Each classified staff member shall be held accountable for duties assigned to him/her and shall undergo regular performance evaluations.

Policies, rules and regulations related to classified personnel shall be available to all concerned and shall be administered in a fair and equitable fashion.