
905.003 Delegation of Classification Authority and Responsibility

The Director of Education/Superintendent, as delegated by the Civil Service Commission is authorized to classify positions under its jurisdiction, subject to:

- A. existing Policies and Procedures;
- B. class standards published by the Commission;
- C. post-audit by the Commission; and
- D. classification appeal by the employee.

The Director of Education/Superintendent may review published standards and submit amendments to the standards for approval by the Commission.

905.004 Classification Maintenance

- A. The Commission may review positions in DOE to determine whether positions are allocated to classes and grades in conformance with, or consistent with the uniform and unified system of position classification and compensation.
- B. Positions shall be placed in its appropriate class and grade, provided that if a position is downgraded, the position title and pay grade shall not be applicable to an incumbent until the expiration of two years from the date of the downgrade. The Director of Education/Superintendent shall take action in accordance with such determination.
- C. Whenever the Commission finds that the positions are not placed in classes and grades in conformance with the uniform and unified system, it may prescribe, revoke or suspend in whole, or in part the classification authority of the Director of Education/Superintendent.