

LOS ANGELES UNIFIED SCHOOL DISTRICT
Division of Adult and Career Education

BULLETIN NO. 35
October 11, 1995

**SUBJECT: MAXIMUM HOURS OF ASSIGNMENT IN THE DIVISION OF
ADULT AND CAREER EDUCATION**

- I. Background Information
- II. Guidelines

I. BACKGROUND INFORMATION

Effective with the 1995-96 school years, teachers in the Division of Adult and Career Education may be assigned up to a maximum of 40 hours per week. The purpose of the increase in hours is to maximize the ADA by allowing the continuity of the same teacher in the classroom, and to allow DACE teachers to work the same number of hours per week as an elementary or secondary teacher who has extra hours in the Division of Adult and Career Education.

II. GUIDELINES

Hours may be increased under the following conditions:

- A. The teacher is probationary or tenured, he/she may be assigned additional hours in the tenured class (beyond 20) or a combination of tenured hours and limited hours (up to 12).

FOR EXAMPLE: CN 0803 (ESL tenured) - 28 hours per week.
LT 0801 (Reading Improvement) - 12 hours per week.

- B. The teacher is assigned under a specially-funded or ROC/ROP contract.
- C. The teacher is assigned a combination of limited district hours and specially funded contract or ROC/ROP contract.

Central office teacher-advisors may be assigned additional hours at a school site in the classroom to bring their total assignment up to 40 hours per week.

Please note that limited 0801 and 0867 teachers paid out of district (1040) appropriation are still limited to 12 hours per week under those class codes.

For assistance, please telephone Roberta Nathanson, Coordinator, Adult Personnel Unit, at (213)625-6659.

APPROVED: JAMES A. FIGUEROA, Assistant Superintendent
Division of Adult and Career Education

DISTRIBUTION: Schools and Offices, Division of Adult and Career Education

[Search For Another DACE Bulletin](#)
[DACE Home Page](#)