

DRAFT

SUMMARY

Digest: The Act tells the DAS to study and develop a list of standardized job profiles for unlicensed school jobs in the state. (Flesch Readability Score: 69.1).

Directs the Oregon Department of Administrative Services to study and develop a list of standardized job profiles for unlicensed school jobs. Directs the department to convene an advisory committee. Requires the department to submit an initial report by December 1, 2026, and a final report by July 1, 2027, to the interim committees of the Legislative Assembly related to education.

Takes effect on the 91st day following adjournment sine die.

A BILL FOR AN ACT

1
2 Relating to job profiles for unlicensed school jobs; and prescribing an effective date.

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4 **Be It Enacted by the People of the State of Oregon:**

5 **SECTION 1. (1) The Oregon Department of Administrative Services**
6 **shall study the schools of this state and develop a list of job profiles**
7 **for each unlicensed job at a school.**

8 **(2) The job profiles must use standardized job titles and descriptions**
9 **of the work associated with the jobs to facilitate adoption by school**
10 **districts and statewide uniformity.**

11 **(3) No later than July 1, 2027, the department shall:**

12 **(a) Finalize and distribute the job profiles to each school district in**
13 **this state.**

14 **(b) Finalize and distribute the job profiles to the Department of**
15 **Education.**

1 (c) Publish the job profiles to the website of the Oregon Department
2 of Administrative Services.

3 (4) The department may enter into a contract with a third party to
4 carry out the responsibilities of the department under this section.

5 (5)(a) The department shall convene an advisory committee to ad-
6 vise the department in carrying out this section.

7 (b) The advisory committee must include representation from the
8 Department of Education, the Coalition of Oregon School Adminis-
9 trators and the Oregon School Employees Association.

10 (c) The advisory committee shall conduct its first meeting no later
11 than December 1, 2025.

12 (6)(a) No later than December 1, 2026, the Oregon Department of
13 Administrative Services shall submit an interim report on the findings
14 and recommendations from the study, in the manner provided in ORS
15 192.245, to the interim committees of the Legislative Assembly related
16 to education.

17 (b) No later than July 1, 2027, the department shall submit a final
18 report on the findings and recommendations from the study, in the
19 manner provided in ORS 192.245, to the interim committees of the
20 Legislative Assembly related to education.

21 SECTION 2. Section 1 of this 2025 Act is repealed on January 2, 2028.

22 SECTION 3. This 2025 Act takes effect on the 91st day after the date
23 on which the 2025 regular session of the Eighty-third Legislative As-
24 sembly adjourns sine die.

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