

Support Staff Schedules and Calendars

The exact hours of duty for non-licensed employees shall be established by the administrator charged with the supervision of the employee.

Hours for classified personnel are as follows:

Classified Staff

- a. Twelve month: employed on an annual basis of 250 working days per year. The working day shall be in accordance with the Fair Labor Standards Act but shall not exceed a 40-hour work week without prior authorization by the Superintendent or his/her designate.
- b. All other classified employees shall work on an annual basis according to the annual school calendar plus additional days as specified in the job description. The working day shall be in accordance with the Fair Labor Standards Act but shall not exceed a 40-hour work week without prior authorization by the Superintendent or his/her designee.

Adopted: September 10, 1974
Revised: September 10, 2002
Revised: April 11, 2006