

CLASSIFIED STAFF SUPPLEMENTARY PAY PLANS

The Board recognizes that it may be necessary occasionally for classified staff employees to work more than 40 hours during a given work week. Hours worked means all hours during which the individual is required to be on duty--generally from the required starting time to normal quitting time.

1. Meal periods do not count as hours worked unless the individual is required to perform work duties during the meal period.
2. Hours for which an employee is compensated for sick leave, personal days and vacation days, but during which he/she does not actually work, will not be computed as "hours worked" for the purposes of determining overtime eligibility.

The Assistant Superintendent or designee will establish regulations governing overtime provisions.

[Adoption date: September 25, 1995]

LEGAL REFS.: Fair Labor Standards Act  
ORC 124.18  
3319.086

CROSS REF.: KG, Community Use of School Facilities (Equal Access)