

Lakeland Joint School District No. 272

PERSONNEL

5210

Work Day

For purposes of this policy, Work Day for certificated employees is defined as the time an employee is expected to be on the school's premises. The Board and Administration recognize that certificated teaching professionals put in hours far in excess of those hours which they are expected to be at the school; however, this excess time is not considered as part of the Work Day for the purposes of this policy.

The length of a work day for a certified employee shall be seven and one-half (7 1/2) hours for a full-time certified employee. The work day is generally exclusive of lunch and extracurricular assignments, but inclusive of preparation time and assigned duties. Arrival time shall generally be one-half (1/2) hour before classes begin or as otherwise directed by the building principal. The length of a given work day may be shortened by the building principal, provided however, that such shortening does not violate any state rules and regulations, or laws of the State of Idaho regarding the length of the instructional day.

Length of Work Day – Classified

Work Day for classified employees is defined as the length of time of scheduled work for the individual classified employee. No work outside of this time frame is expected, required, or approved.

Cross Reference: Policy 5810

Compensatory Time and Overtime/Classified Employees

Legal Reference: 29 USC 201 to 219
29 CFR 516, *et seq.*

Fair Labor Standards Act of 1985
FLSA Regulations
Idaho Department of Labor

Policy History:

Adopted on: August 13, 2012

Revised on: May 22, 2018