LENAPE TECHNICAL SCHOOL

SECTION: PROFESSIONAL EMPLOYEES

TITLE: PENALTIES FOR TARDINESS

ADOPTED: October 19, 2006

REVISED:

418. PENALTIES FOR TARDINESS

1. Purpose	School programs cannot commence, and students cannot be taught at prescribed times without the punctual and reliable attendance of the professional staff. Therefore, a prerequisite for efficient performance of professional duties is the punctual commencement and proper completion of assigned and extracurricular duties.
2. Authority	Timely attendance by employees is a matter of primary concern to the Joint Operating Committee. That concern is expressed through direction to the Administrative Director and staff as to how tardiness and attendance will be treated. The Joint Operating Committee reserves the right to assess an employee's salary for failure to perform contracted services or for violations of Joint Operating Committee policy.
3. Delegation of Responsibility	It shall be the responsibility of the Administrative Director to assess penalties when a professional employee fails to meet attendance requirements.