

Board of Trustees

Douglas County School District

CLASSIFIED STAFF

OVERTIME **CLASSIFIED NON-SUPERVISORY PERSONNEL**

Compensation for overtime is, by definition, for service rendered by classified personnel who are non-exempt under applicable wage and hour laws, and who work more than 40 hours in a workweek. The workweek in the Douglas County School District is defined as Monday through Sunday.

It is the intention of the Board to compensate overtime service only when the employee has obtained express, written approval in advance to work overtime from the Chief Financial Officer or the Superintendent. Working overtime should not be viewed as a regularly scheduled occurrence. Supervisors should, when practical, endeavor to distribute the opportunity to work any necessary overtime evenly among the affected employees of a department. Work performed in excess of 40 hours without having obtained the express written approval in advance of the Chief Financial Officer or Superintendent will not be compensated as overtime.

Overtime is compensated at time-and-a-half the employee's regular hourly rate in compliance with the federal Fair Labor Standards Act, applicable Nevada state law, and any applicable District negotiated agreements.

[See Administrative Regulation related to this Policy](#)

Date Adopted: 08/12/80
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