

## Support Staff Schedules and Calendars

Appropriate administrators and directors shall establish work schedules for the classified staff in keeping with the standard work day and work week and in conformance with such reduced time schedules for various classifications of employees as approved by the Board.

The work year for the various classifications of employees shall be as set forth in salary schedules and published in staff calendars. If the Board declares a fiscal emergency during a budget year as allowed by state law, it may reduce salaries for all employees on a proportional basis or alter the work year of all employees. Any such reduction in salaries may be made notwithstanding any adopted salary schedule or policy.

Adopted: August 1994  
Revised: December 12, 2006  
Reviewed: February 26, 2019

LEGAL REF.: 22-44-115.5 (2)

CROSS REFS.: DBH\*, Fiscal Emergencies  
IC/ICA, School Year/School Calendar