

Provision:	DISTRICT FINANCIAL PACKAGE	Title:	
Presentation:	District Financial Package 6	Date:	8/20/2024

ARTICLE IV, Section 19 Length of Workday

The typical employee workday will be 7.5 hours including a 30 minute, unpaid, duty-free lunch. The workday will begin prior to the regular student school day and end after the regular student school day ends. The start and end times of each worksite ~~that~~ are agreed to by the District and the Association ~~are not to exceed 300 minutes per 5 day week~~. This work time is designated for the benefit of pupils, patrons, and colleagues. When employees are required to attend regularly scheduled staff meetings that extend the workday, the building schedule will be adjusted to offset the extended time.

The workday for part-time educators will be based on their percentage of full-time salaries compared to the normal workday for other educators in the building where they are performing their duties. The workday for any educator who is employed for half time or longer will begin or end with the normal workday for other educators in the building where he/she performs his/her duties, whichever is mutually agreeable to the educator and the supervisor. Any variation from the stipulation above requires agreement between the District and Association. Any educator who is employed less than half time will work out the schedule for the workday with his/her supervisor provided that no educator will be required to work a split shift unless this is agreed to by the certified staff member.

The schedule for ESA specialist staff assigned to Student Support Services may be developed based on the percentage of a full-time week, as mutually agreed by the specialist and the supervisor.

An employee may, upon receipt of permission from the building principal, arrive directly before ~~of~~ the opening of school or leave directly after the close of school.

A reasonable number of additional school functions and building meetings, scheduled at least 2 weeks in advance, when possible, may entail additional time beyond the employee's day as stated above. Employees having problems in attending additional school functions because of a previous commitment or emergency will conference with their supervisor to be excused.

HomeWorks Part-time Staff: The work day calendar for part-time teachers at HomeWorks will be created in collaboration between the teachers, with final approval by the administrator.

A. Ant 8/21/24
Katherine Collier 8/21/24