

NONPROFESSIONAL PERSONNEL TIME SCHEDULES

Time schedules for nonprofessional personnel shall be established to provide for an 8-hour-day and 40-hour week, and in other details shall be in accordance with state and federal labor laws.

The Central Office will be opened between the hours of 7:30 a.m. and 4:30 p.m. throughout the twelve-month work year with a one hour lunch. Lunch hours are to be staggered in each department.

The Maintenance Department hours are 7:00 a.m. to 3:30 p.m. with a half-hour lunch.

Any variance of the above time schedules must have Superintendent's approval.

Current practice codified 1975

Adopted: Date of manual adoption.

Revised: May 18, 1977

Revised: 6/17/92

Revised: 9/1/93

Revised: 12/17/97