

ATTENDANCE AND WORK SCHEDULE

Regular attendance is required of all employees subject to leave provisions in district policy or the negotiated agreement. Excessive absences or tardiness, unauthorized leave or unexcused absences may result in disciplinary action, including termination of employment.

The minimum length of the school day for licensed and professional staff is in the negotiated agreement. Unless otherwise authorized, licensed personnel are expected to be at their assigned area during each duty day. Any teacher who finds it necessary to leave while supervising students shall first secure approval from the principal.

Work schedules for other employees shall be defined by the superintendent or designee consistent with the Fair Labor Standards Act (FLSA) and the provisions of this policy.