

NEWPORT SCHOOL DISTRICT

TITLE: WORKING PERIODS

ADOPTED: July 22, 2002

REVISED:

532. WORKING PERIODS	
1. Purpose	The periods of work required of the classified staff shall be clearly specified to ensure regular and consistent operation of the district.
2. Authority SC 510, 1504 Pol. 804	The Board has the authority and responsibility for determining the hours of school district operation and hours of work for employees.
3. Delegation of Responsibility	The Superintendent or designee shall develop administrative procedures to ensure adherence to work schedules by classified employees, which shall apply uniformly throughout the schools.
4. Guidelines	Work schedules shall be developed for the various classes of employees. Starting and quitting times shall be specified by the designated administrator.
School Code 510	
Board Policy 804	

