

Personnel - All EmployeesDuty Hours of Employees

1. Administrative personnel shall be on duty when and at such times as the responsibilities of their position dictates. The Superintendent shall set the duty hours of administrative staff.
2. While the typical work day is at least 15 minutes prior to the start of the school day and concluded 15 minutes after the end of the school day, there will be times when professional responsibilities (i.e. meetings, planning, and student tutoring) require work beyond that time period. Teachers shall be provided with a one half hour duty free lunch period. From time to time, this subsection may be overridden by changes in the negotiated agreement.
3. All other staff shall be on duty as determined by the Superintendent.
4. No teacher or other school employee shall accept any other employment or carry on any business or activity for profit that interferes with the complete discharge of his or her responsibilities to the school district.

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