

# SHALER AREA SCHOOL DISTRICT

POLICY 432

SECTION: PROFESSIONAL EMPLOYEES  
 TITLE: WORK SCHEDULES  
 ADOPTED: September 16, 1998  
 REVISED:

## 432. WORK SCHEDULES

1. Purpose            Work schedules of the professional and teaching staff shall be clearly specified in accordance with this policy to ensure the smooth and regular operation of the school district.
  
2. Authority        The Board has the authority and responsibility to determine the hours  
 SC 510            during which educational programs and services shall be available to students and the community.
  
3. Delegation      The Superintendent shall develop administrative procedures for work  
 of Responsibility    schedules for professional employees in accordance with the terms of the collective bargaining agreement.
  
4. Guidelines      Instructional personnel shall have a duty-free lunch period of not less than  
                          thirty (30) minutes.  
  
                          During the times pupils are in attendance, teachers may be assigned extra or alternative duties at the discretion of the building principal and/or Superintendent, which duties shall wherever possible be equitably distributed.  
  
                          All teaching staff members are expected to attend each faculty meeting unless specifically excused by the administrator who is the staff member's immediate supervisor.  
  
                          Any conflicts between this policy and any collective bargaining agreement that may exist for professional employees shall be reported to the Board when such conflict arises.

