

# Policy Guide

Policy No. 860Section OPERATIONSTitle WORKING PERIODSAdopted APRIL 20, 2021

Last Revised \_\_\_\_\_

POLICY NO. 860 WORKING PERIODS		
Section 1	<b><u>Authority</u></b>	
	Work schedules required for administrative, professional and support employees shall be clearly specified to ensure regular attendance by employees and consistent operation of the District.	
	The Board has the authority and responsibility to determine the hours and days during which district programs and services shall be available to students and the community, consistent with compensation plans, individual contracts, applicable collective bargaining agreements, and Board resolutions.	SC 510, 1504 Pol. 804
Section 2	The Board has the authority to make modifications to the school calendar and the school schedule as necessary to meet the instructional and health and safety needs of students and staff. Modifications to staff working periods shall be addressed in accordance with compensation plans, individual contracts, applicable collective bargaining agreements, Board resolutions and/or Board-approved health and safety or other emergency preparedness and response plans.	SC 520.1 Pol. 804, 805
	<b><u>Delegation of Responsibility</u></b>	
	The Superintendent or designee shall develop administrative regulations to ensure district employees are informed of and adhere to their assigned work schedules.	

	<p><b>POLICY NO. 860</b> <b>WORKING PERIODS</b></p>	
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References:

School Code – 24 P.S. Sec. 510, 520.1, 1504

Board Policy – 804, 805