



Department: Human Resources
Policy Number: HUM-A035
Effective Date: 8/29/05

ADMINISTRATIVE POLICY

The online version of this policy is official.
Therefore, all printed versions of this
document are unofficial copies.

PROFESSIONAL STAFF TIME SCHEDULE

Regular School Day

The work day for instructional personnel is set forth in the Memorandum of Agreement. The scheduling of before and after school supervision will be flexible and determined by the building principal.

The work day for employees paid on the Administration and Supervisory Salary Schedule is at least eight hours in length. Students in the school before or after class hours are under the supervision of designated school personnel.

It is the responsibility of the principal to arrange for the supervision of all school activities other than those included in the regular school day hours.

Associated Policies: [HUM-A038](#) Supervision of Students

Revision History:

<u>Date:</u>	<u>Rev.</u>	<u>Description of Revision:</u>
8/29/05		Initial Release
11/12/09		Reviewed/No changes

***** End of Policy *****