



Section CLASSIFIED EMPLOYES

Title OVERTIME

LACKAWANNA TRAIL SCHOOL DISTRICT

Adopted

Revised

Lackawanna Trail School District

530. OVERTIME

I. Purpose

In order to ensure compliance with applicable law regarding payment of overtime for hours worked beyond regular hours, and to ensure consistent treatment of all employees subject to such policy and law, the following guidelines are established.

2. Guidelines

In accordance with statute or this policy, overtime shall be paid for work in excess of the established workday or workweek for each grade of classified employes as follows.

- a. No overtime shall be scheduled or worked without the prior approval of the immediate supervisor.
- b. Overtime will be paid at the rate minimally consistent with law when approved by the immediate supervisor for time worked in excess of forty hours per week.

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