



Section CLASSIFIED EMPLOYES

Title WORKING PERIODS

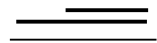
LACKAWANNA TRAIL SCHOOL DISTRICT

Adopted

Revised

Lackawanna Trail School District

	<p style="text-align: center;">532. WORKING PERIODS</p> <p>I. Purpose The periods of work required of the classified staff shall be clearly specified in accordance with the following guidelines.</p> <p>2. Authority The Board has the authority and responsibility for determining hours of school district operation and hours of work for employes.</p> <p>3. Delegation of Responsibility The Superintendent shall develop procedures which shall apply uniformly throughout the schools of this district, except as otherwise provided, the following schedules for classified employes.</p> <p style="padding-left: 20px;">A. <u>Confidential Office Staff</u></p> <p style="padding-left: 40px;">Full-time employment is 8.0 hours per day, five days per week with .5 hours for lunch.</p> <p style="padding-left: 40px;">All benefits shall be the same as those granted union employes.</p> <p style="padding-left: 20px;">B. <u>Secretarial-Clerical School Building Offices</u></p> <p style="padding-left: 40px;">Full-time employment is as defined by Board when hired.</p> <p style="padding-left: 20px;">C. <u>Custodial-Maintenance Personnel</u></p> <p style="padding-left: 40px;">Full-time employment is 8.5 hours per day, five days per week with .5 hour for lunch.</p> <p style="text-align: center;">page 1 of 2</p>	<p>1</p> <p>2</p> <p>3</p> <p>4</p> <p>5</p> <p>6</p> <p>7</p> <p>8</p> <p>9</p> <p>10</p> <p>11</p> <p>12</p> <p>13</p> <p>14</p> <p>15</p> <p>16</p> <p>17</p> <p>18</p> <p>19</p> <p>20</p> <p>21</p> <p>22</p> <p>23</p> <p>24</p> <p>25</p> <p>26</p> <p>27</p> <p>28</p> <p>29</p> <p>30</p> <p>31</p> <p>32</p> <p>33</p> <p>34</p> <p>35</p> <p>36</p> <p>37</p> <p>38</p> <p>39</p> <p>40</p> <p>41</p> <p>42</p> <p>43</p> <p>44</p>
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Custodial-maintenance staff shall report for work when schools are closed for bad weather.

Starting and quitting times shall be specified by the building principal.

D. Other Personne] (By Category)

Full-time employment is as defined in negotiated contract and/or the time specified by the Board when hired.

Other benefits for all classified employes are as stipulated in the negotiated contract unless otherwise stipulated when hired.

School Code

SC 1504

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