

POLICY

BOARD OF EDUCATION BAYONNE

SUPPORT STAFF MEMBERS

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HOURS AND DAYS OF WORK

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The Board of Education reserves the right to specify the working hours for support staff members not otherwise provided for in a negotiated contract.

The Superintendent shall apply uniformly throughout the schools of this district the following rules for full-time employee working periods:

1. Twelve-month secretaries/clerks in the central administrative office shall work seven hours per day, five days per week, including one hour for lunch during the school year. (Summer hours shall be at the discretion of the Superintendent, based on the needs of the district.)
2. Custodial/maintenance personnel not covered by the terms of a negotiated agreement shall work the same hours as those who are so covered.
3. Cafeteria personnel shall work the hours per day and days per week specified in their employment contract.

Adopted: 28 July 1997

