BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT

SECTION: PROFESSIONAL EMPLOYEES

TITLE: WORKING PERIODS

ADOPTED: June 28, 2004

REVISED:

432. WORKING PERIODS

1. Purpose	Work schedules of the professional staff shall be clearly specified to ensure regular and consistent operation of the school district.
2. Authority SC 510, 1504 Pol. 804	The Board has the authority and responsibility to determine the hours during which educational programs and services shall be available to students and the community.
3. Delegation of Responsibility	The Superintendent or designee shall develop administrative procedures to ensure adherence to work schedules by professional employees.
4. Guidelines SC 1504	Instructional personnel shall have a duty-free lunch period of not less than thirty (30) minutes. The length of the working day for professional employees shall be determined in accordance with the terms of the collective bargaining agreement. During the times students are in attendance, professional staff may be assigned extra or alternative duties, distributed equitably when possible, at the discretion of the building principal. All professional staff members are expected to attend each faculty meeting unless specifically excused by the responsible administrator. In cases of excused attendance, the staff member shall meet with the building principal at the earliest convenient time to discuss topics of the faculty meeting.
School Code 510, 1504 Board Policy 804	