

**LUZERNE
INTERMEDIATE
UNIT #18**

**SECTION: LUZERNE INTERMEDIATE
UNIT EMPLOYEES-
SUPPORTIVE SERVICES**

TITLE: WORKING PERIODS

ADOPTED: NOVEMBER 20, 2002

REVISED: OCTOBER 22, 2014

532. WORKING PERIODS	
1. Purpose	The periods of work required of the classified staff shall be clearly specified to ensure regular and consistent operation of the intermediate unit programs.
2. Authority SC 510, 1504 Pol. 804	The Board has the authority and responsibility for determining the hours of intermediate unit operation and hours of work for employees.
3. Delegation of Responsibility	The Executive Director or designee shall develop administrative procedures to ensure adherence to work schedules by classified employees, which shall apply uniformly throughout the intermediate unit.
4. Guidelines	Work schedules of the various classes of employees shall be developed in accordance with the terms of the applicable collective bargaining agreement.
School Code 510	
Board Policy 804	