

Policy

COMPENSATION AND RELATED BENEFITS

Compensation

The Little Silver Board of Education will establish compensation for support staff members not covered by the terms of a negotiated agreement or in an individual contract with the Board.

Overtime Compensation

Overtime should be authorized only in extraordinary circumstances. It is the intention of the board to comply with State labor laws in the compensation of non-certificated personnel for overtime work when such is previously approved.

No overtime shall be worked without the prior approval of the superintendent. Overtime will be paid at the rate of one and one-half times regular hourly pay when approved by the superintendent for time worked in excess of eight hours per day for forty hours per week. Time worked on a Sunday or holiday shall be compensated at two times regular hourly pay.

Substitute Wages

In order to ensure reliable assistance in the absence of regular support staff employees, the board will offer competitive compensation to qualified substitute secretaries, clerks, custodians, maintenance workers, bus drivers, teacher aides, and cafeteria workers. In no instance shall the wages paid a substitute exceed the wages paid the regular employee.

Substitute support staff members will be paid at a per diem rate set by the board.

Benefits

The board reserves the right to establish benefits for support staff members not covered by the terms of a negotiated agreement or in an individual contract with the board.

Assessment of Pay

It is fundamental that school programs cannot commence and students cannot be taught at prescribed times without the punctual and reliable attendance of staff members. Therefore, a prerequisite for efficient performance of a staff member's professional duties is his/her punctual commencement and proper completion of all regularly assigned duties and such extra-curricular duties as may from time to time be reasonably assigned.

The board, therefore, adopts the following schedule of assessments to be applied when a staff member fails to render or only partially renders services for which to board has contracted.

- A. Inexcusable failure to report to work will result in the forfeiture of one two-hundredths of the ten month employee's annual salary for each day missed and one two-hundred fortieths of the twelve month employee's annual salary for each day missed.

COMPENSATION AND RELATED BENEFITS (continued)

- B. Absence during a portion of the working day shall result in an assessment of one twelve-hundredths of the employee's annual salary per assigned period (an assigned period shall be an assignment made by the immediate superior within the constraints of the contract).
- C. Tardiness shall be handled in accordance with board policy.

Adopted: October 8, 2009
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Key Words

Benefits, Overtime, Substitute Wages

Legal References: N.J.S.A. 18A:6-6 No sex discrimination
N.J.S.A. 18A:6-66 Rights and benefits of personnel (educational services commission)
N.J.S.A. 18A:16-2 through -5 Physical examinations; requirement
N.J.S.A. 18A:27-4 Power of boards of education to make rules governing employment of teacher, etc.; employment thereunder
N.J.S.A. 18A:30-1 Definition of sick leave
N.J.S.A. 18A:30-2 Sick leave allowable
N.J.S.A. 18A:30-6 Prolonged absence beyond sick leave period
N.J.A.C. 6A:32-6.1 et seq. School Employee Physical Examinations

Possible

Cross References: *4151/4251 Attendance patterns
 *4151.1/4251.1 Personal illness and injury

*Indicates policy is included in the Critical Policy Reference Manual.