

TENTATIVE AGREEMENT

7.14 Work Week and Overtime

- a. **Definition of Work Week:** The work week shall be five (5) consecutive days in any scheduled seven (7) consecutive day period. Those employees working shifts which do not always entail having Saturdays and Sundays as two (2) consecutive days off shall have the beginning of the work week determined as follows:
 1. The first work day immediately following two (2) consecutive days off; or
 2. The first work day following one (1) day off which has been a result of working six (6) consecutive days, the sixth day having been paid at time and one-half.
- b. **Regular Work Day:** The work day shall consist of a seven (7), seven and one-half (7 ½), or eight (8) hours exclusive of the lunch period.
- c. **Time and One-half for a Regular Position:** All hours worked over eight (8) hours per day or forty (40) hours per week shall be paid at time and one-half (1 ½).
- d. **Overtime for Part-time Work outside an Employee's Regular Job Classification:** If an employee voluntarily agrees to accept temporary work outside the employee's regular job classification, the employee will be paid straight time for the work in the separate classification, up to a total of forty (40) hours per week. The overtime rate will be based on the temporary rate of pay for work outside the employee's regular job classification.
- e. **Holiday Pay:** Employees eligible for holiday pay will be paid at the straight time rate for their average daily hours. An employee must be in paid status on the scheduled workdays immediately preceding and following a designated holiday to be paid for the holiday.
- f. **Holidays Worked:** Actual time worked on a holiday will be paid at time and one-half (plus the holiday) unless it is the seventh day of the work week.
- g. **Four Day Work Week:** The District may establish a four (4) consecutive day work week which will consist of any combination of up to ten (10) hours per day. Time and one-half (1 ½) shall be paid for the fifth (5), sixth (6), and seventh (7) day worked.
- h. **Sick Leave and Annual Leave:** Considered as time worked in computing a forty (40) hour work week.
- i. **Established Day Off:** An overtime day.
- j. **Minimum Call-Out:** In the event of a call-out, the employee shall be paid for hours worked on the appropriate schedule but not less than an amount equal to four (4) hours of straight time. Minimum call-out is defined as an amount not less than an amount equal to four (4) hours pay at straight time. When a supervisor contacts an employee via telephone after duty hours for support, the employee will be paid for a minimum of thirty (30) minutes. This provision does not apply to employees on standby.



Ivory McDaniel-Ilgenfritz Date
District Chief Spokesperson



M Ward 10/11/22
Mary Ward Date
ESSA Spokesperson