

Policy Information

Series 5000 - Personnel

Overtime Authorization

Policy # 5370, 3.7

POLICY

1996 5370

Personnel

SUBJECT: OVERTIME AUTHORIZATION

Overtime worked by any employee that would qualify for overtime pay must be approved in advance by the employee's supervisor. The District Superintendent is responsible for developing regulations governing overtime.

Board Approved

11/21/95

3/26/96

Adoption Date: 11/21/1995, Revised: 3/26/1996
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