

4553.1 Alternative Summer Workweek

Each summer, the district shall implement a 4-day, 10-hours-per-day work week for up to six (6) weeks or as determined by the district for departmental operational efficiency. This policy is adopted following a determination of majority support among the affected 12-month classified and certificated employees (Education Code 45132).

During any week designated as a 4-day, 10-hours-per-day work week, employees will receive their regular hourly rate for the first 10 hours of work per day. The overtime rate (1.5 times the regular rate) will be paid for hours worked over 10 per day, and for any hours worked in excess of 40 per week.

With the approval of the immediate supervisor and site administrator, employees may opt to work a 4-day, 8-hour-per-day week during this summer period at their regular hourly rate. Employees who exercise this option shall be paid only for hours worked (32 per week) unless they use accrued compensatory time off, or vacation or paid personal days to make up the remaining 8 hours of a regular work week.

The work week described above shall commence in summer 2007, and be implemented automatically each summer thereafter, unless the affected employees request a new election to determine continued support. A request for a new election must be presented to the Assistant Superintendent of Personnel no later than September 15th of each year if a change in this policy is to be effected for the summer of that same year. The request for a new election shall be signed and dated by a minimum of 30% of the qualified participants requesting a revote.

If, in the new election, a majority of 12-month classified employees do not support continuing the policy, the alternative work week described in this policy shall be discontinued unless, in a later election, a majority of employees vote to reinstate the alternative work week.

If the District determines that operational or instructional necessity requires temporary modification of the 4 consecutive day workweek calendar, in any given year, it shall provide written notice of the change to all affected employees at last 15 days in advance of the effective date of the change.

Board Approved:

May 9, 2013

January 15, 2009

February 22, 2007

Effective Date: February 22, 2007