

4413 OVERTIME COMPENSATION

The Board of Education will compensate overtime work in accordance with law. "Overtime work" means work in excess of forty hours in a single work week, or work in excess of eight hours on any one working day not including compensatory time off, time off for any other reason, or time during which the employee voluntarily substitutes for another employee in the same work category.

No overtime shall be worked without the express advance approval of the Superintendent.

Employees who work overtime and for whom no contrary provision has been collectively bargained shall earn compensatory time at the rate of one and one-half hours for every hour of overtime worked, in lieu of overtime compensation. Such employees who accrue compensatory time beyond two hundred forty hours shall be compensated at the rate earned by the employee at the time compensation is paid.

A request for the use of compensatory time shall be submitted to the employee's supervisor and must be approved by the Superintendent or designee. An employee will be permitted the use of accrued compensatory time within a reasonable time of his/her request for time off, provided the requested time off does not unduly disrupt the operations of the school district.

The Superintendent or designee is directed to make and maintain such records regarding employees' hours and wages as may be required by law.

29 U.S.C.A. 207(o)
29 U.S.C.A. 207(p)
N.J.S.A. 34:11-56(a)4

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