

POLICY

EAST WINDSOR BOARD OF EDUCATION

TEACHING STAFF MEMBERS

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ASSESSMENT OF PAY

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The Board of Education believes that the proper performance of a teaching staff member's professional duties requires the punctual commencement and proper completion of all assigned services.

The School Business Administrator/Board Secretary shall assess the following penalties when a teaching staff member fails to render or only partially renders services for which the Board has contracted:

Any unexcused absence during the working day will result in a wage deduction equal to the ratio of the periods missed to the total periods scheduled, times one two-hundredths of the employee's annual salary.

The Superintendent or designee shall determine whether a teaching staff member's tardiness or absence is excused or unexcused.

A record of instances of tardiness and absences will be maintained in each teaching staff member's personnel file in accordance with Board Policy No. 3212.

N.J.S.A. 18A:25-7; 18A:27-4; 18A:29-4

Adopted: 22 November 2004

