BP 7236  BENEFITS OF PART-TIME EMPLOYEES

Classified employees regularly assigned on a part-time basis (less than eight hours per day, forty hours per week, or twelve months per year) shall be entitled to all leaves of absence or other benefits provided by law or the Board. Such benefits shall be prorated in accordance with a ratio of the time worked as it bears to eight hours per day, forty hours per week, or twelve months per year.

A classified employee, who works a minimum of 30 minutes per day in excess of his part-time assignment for a period of 20 consecutive working days or more, shall have the basic assignment changed to reflect the longer hours in order to acquire fringe benefits on a properly prorated basis as specified above.

If a part-time employee’s average paid time, excluding overtime for which the employee receives compensation at a rate at least equal to time and one-half, exceeds the average assigned time by 50 minutes or more per working day in any quarter, the hours paid per day for compensable leaves of absence and holidays in the succeeding quarter shall be equivalent to the average hours paid per working day in the preceding quarter, excluding overtime.

Adopted:  No date
Revised:  

(Replaces Board Policy 5900)