

SHALER AREA SCHOOL DISTRICT

POLICY 518

SECTION: CLASSIFIED EMPLOYEES
TITLE: PENALTIES FOR TARDINESS
ADOPTED: February 18, 1998
REVISED:

518. PENALTIES FOR TARDINESS

1. Purpose Punctual and reliable attendance by classified employees of the district is essential to the proper operation of district programs.
2. Authority Timely attendance by district employees is a matter of primary concern to the Board.
3. Delegation of Responsibility It shall be the responsibility of the Superintendent to assess penalties when a classified employee fails to meet attendance requirements.