



Administrative Regulation 4233 Overtime and Compensatory Time - Classified

Responsible Office: Office of Human Resources

REGULATION

1. Overtime is defined as work in excess of the classified employee's regular scheduled workday and workweek. All overtime must be authorized in advance by the division head or a designated representative.
2. Workweek is defined as any seven (7) consecutive day period commencing Saturday and ending the following Friday.
3. See the Negotiated Agreement between the District and the Washoe Education Support Professionals / Nevada State Education Association (WESP/NSEA) for overtime and compensatory time provisions.

IMPLEMENTATION GUIDELINES & ASSOCIATED DOCUMENTS

1. This policy reflects the goals of the District's Strategic Plan, Envision WCSD 2015 – Investing in Our Future
 - a. Goal 2, Recruit and Support Highly Effective Personnel
2. This regulation aligns with the Collective Bargaining Agreement between the District and the Washoe Education Support Professionals / Nevada State Education Association (WESP/NSEA).
3. This regulation complies with Nevada Revised Statutes Chapter 288, Relations Between Governments and Public Employees.

REGULATION HISTORY

Date	Revision	Modification
10/09/1973	1.0	Adopted
11/22/1976	2.0	Revisions
10/27/1992		
7/14/1998		