

Board of Education High Point Regional

TEACHING STAFF MEMBERS

ASSESSING AN EMPLOYEE'S WAGES

It is fundamental that school programs cannot commence and pupils cannot be taught at prescribed times without the punctual and reliable attendance of members of the teaching staff. Therefore, a prerequisite for efficient performance of a teacher's professional duties is his/her punctual commencement and proper completion of all regularly assigned duties and such extracurricular or co-curricular duties as may from time to time be reasonably assigned.

The Board, therefore, adopts the following schedule of assessments to be applied when a teaching staff member fails to render or only partially renders services for which the Board has contracted:

1. The accumulation of four (4) latenesses to an assigned duty within any given school year will result in \$15 deduction from pay at the instance of the fourth tardiness.
2. Each tardiness, after the first accumulation of four in a given school year, will result in an assessment of \$5 per lateness.
3. Inexcusable failure to report for work will result in the forfeiture of 1/200 of the employee's annual salary for each day missed.
4. Absence during a portion of the working day shall result in an assessment equal to the ratio of the periods missed to the total periods offered, times 1/200 of the employee's annual salary. Staff members are reminded that they should not leave the building during unassigned periods without the permission of the principal.

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Whether failure to perform a contracted duty is excusable or not shall be determined by the principal in accordance with applicable district rules. Tardiness shall not be cumulative from one school year to the next. Records of tardiness and assessments for this or other cause will be retained in the employee's file. The Board reserves the right to assess an employee's salary for failure to perform contracted services for situations not specified herein.

In the case of nonteaching personnel, the Superintendent is authorized to direct properly warned employees who are repeatedly tardy not to report at all on those days when they cannot report on time, and to suffer such wage penalties as may be appropriate.

Reference: 18A:11-1, 27-4, 28-5, 30-6

Date Adopted: 1/19/76

Date Revised: 3/18/91