

ATTENDANCE PATTERNS

The board of education believes that the regular presence of assigned personnel is vital to the success of the district's educational program. Consistent absenteeism or tardiness is unacceptable and subject to disciplinary action.

All staff members shall personally report all illnesses and request all leave at the earliest possible time. Procedures shall be in accordance with New Jersey statutes and district negotiated contracts.

The Board is required by the high costs of absences and disrupted work schedules to give continuing attention to the maintenance of regular attendance by employees. Therefore, if an absence of an employee is not in accordance with the provisions of Board policies, a deduction in salary shall be made, unless there seems to be sufficient reason for excusing the absence in which case the matter shall be referred to the Board. A day's salary of any employee on a ten month appointment shall be considered 1/200<sup>th</sup> of one year's salary. A day's salary of any employee on an 11 month appointment shall be considered 1/220<sup>th</sup> of one year's salary. A day's salary of any employee on a 12 month appointment shall be considered 1/240<sup>th</sup> of one year's salary.

Adopted: October 7, 2002

Revised: May 13, 2013

- Legal References: N.J.S.A. 18A:11-1            General mandatory powers and duties  
N.J.S.A. 18A:27-4            Power of boards of education to make rules governing employment of teacher, etc.; employment there under  
N.J.S.A. 18A:29-14            Withholding increments; causes; notice of appeals  
N.J.S.A. 18A:30-1 et seq.    Sick Leave  
N.J.S.A. 18A:54-20           Powers of board (county vocational schools)  
N.J.A.C. 6A:30-1.1 et seq.    Evaluation of the Performance of School Districts  
N.J.A.C. 6A:32-2.1           Definitions  
  
Montville Education Ass'n v. Montville Bd. of Ed., 1984 S.L.D. 550, rev'd St. Bd. 1984 S.L.D. 559, rev'd App. Div., unreported decision (docket no. A-1178-84T7, decided December 6, 1985) 1985 S.L.D. 1972, decision on remand, St. Bd., 1986 S.L.D. 3113  
  
Burlington Educational Ass'n v. Burlington Bd. of Ed., 1985 S.L.D. 889, aff'd St. Bd. 1985 S.L.D. 912  
  
Scotch Plains-Fanwood Board of Education v. Scotch Plains-Fanwood Education Association, 270 NJ Super 444 (App. Div. 1994); rev'd. 139 NJ 141 (1995)