

Palmyra Area School District

SECTION: CLASSIFIED EMPLOYEES

TITLE: PENALTIES FOR
TARDINESS

ADOPTED: November 9, 1995

REVISED:

<p>1. Purpose</p> <p>2. Authority</p> <p>3. Delegation of Responsibility</p>	<p style="text-align: center;">518. PENALTIES FOR TARDINESS</p> <p>Punctual and reliable attendance by classified employees of the district is essential to the proper operation of district programs.</p> <p>Timely attendance by district employees is a matter of primary concern to the Board. These guidelines express that concern through direction to the Superintendent and district staff as to how tardiness and attendance are to be treated.</p> <p>It shall be the responsibility of the Superintendent to assess penalties when a classified employee fails to meet attendance requirements.</p>