

Harney County Union High School District 1J

Code: **GCKA/GDKA**
Adopted: 4/17/97
Readopted: 1/19/09; 10/17/16
Orig. Code(s): GCKA/GDKA

Overtime

The district(s) may budget funds for overtime.

Overtime is defined as time worked over 40 hours in one week. A week is defined as seven consecutive days covering Monday through Sunday.

Overtime must be approved in advance by the administration.

If funds are available, overtime will be compensated at not less than one and one-half times the rate of pay. A rate of pay will be calculated for each employee working overtime.

If funds are not available for overtime, compensatory time at not less than time and one-half will be allowed.

The district(s) will develop procedures to implement this policy to include overtime request procedures, establishing rates of pay and scheduling compensatory time.

END OF POLICY

Legal Reference(s):

[ORS 653.268](#)

Fair Labor Standards Act of 1938, 29 U.S.C. §§ 206-207 (2006).