

**Saint Helens
School District 502**

Code: **GCKA/GDKA**
Adopted: 2/28/00
Readopted: 5/14/07
Orig. Code(s): GCKA/GDKA

Overtime

The district 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.

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.

Compensatory time at not less than time and one-half may be allowed if readily agreed by employee and supervisor. The use of such time must meet federal guidelines.

The district will develop procedures to implement this policy to include overtime request procedures, establishing rate 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).