

3800/4800 Board Supplement

09.1 COMPENSATORY LEAVE (FAIR LABOR STANDARDS ACT)

09.1.1 Eligible Employees:

(d) ~~Penalty for Falsifying Work Records: Any employee who falsifies work records will be terminated.~~

09.1.2 Regulations for the Use of Compensatory Time:

- (a) It is the practice and policy of Wake County Public Schools to substitute compensatory time for overtime.
- (b) Supervisors shall arrange for employees to take compensatory time within one pay period following the time it is earned if possible.
- (c) Employees must obtain approval from their immediate supervisors before taking compensatory time.
- (d) An employee will be required to use earned compensatory time prior to taking other paid leave where consistent with law and board policy.
- (e) The superintendent or his/her designee may exempt certain employees or categories of employees from these provisions when deemed necessary for the proper administration of the school system.
- (f) Use of compensatory time is further subject to the provisions of the board's Fair Labor Standards Act Policy.