

**KERN COUNTY SUPERINTENDENT OF SCHOOLS OFFICE****PERSONNEL****EMPLOYEE HOURS AND ASSIGNMENTS****EXCLUSION FROM OVERTIME PROVISIONS**

Management employees are exempt from FLSA overtime provisions. Management employees are expected to work an average of at least 40 hours per week while on duty in order to accomplish the responsibilities of their positions. Exempt employees are not eligible for compensatory time or overtime pay for hours worked beyond 40 in a workweek. Such employees are expected to work the hours necessary to complete quality assignments in a timely manner, which may include evening, weekends, and holidays if needed. Work calendars should be maintained by each administrator.

**RIGHTS**

The duties, flexibility of hours, salary, benefit structure, and authority of the positions in the management classifications are of such a nature that they should be set apart from those positions which are subject to the overtime provisions, and employees serving in such excluded positions will not be unreasonably discriminated against as a result of the exclusion. (Ed Code 45130)

**DUTIES**

Job descriptions will include the duties and responsibilities expected of each management level position. Minimum qualification of each management level position will also be stated in the job description. Management positions at the level of coordinator/consultant and above shall require a minimum education of a Bachelor's degree as part of the educational requirement for the position.

Legal Reference:

EDUCATION CODE

45130 Exclusion from overtime provisions