SOUTHERN LEHIGH SCHOOL DISTRICT

SECTION: CLASSIFIED EMPLOYEES

TITLE: ESSENTIAL EMPLOYEES

ADOPTED: May 10, 2010

REVISED:

	555. ESSENTIAL EMPLOYEES
1. Purpose	There will occur, from time to time, inclement weather situations and/or emergencies in which certain duties must be performed for the security and safety of District employees, students and community members, and for the protection and security of District property.
	Generally, these duties consist of snow and ice removal and the application of salt/cinders in parking lots, access roads and walkways. However, emergency situations involving building or grounds issues may also be included.
	It shall be a condition of employment that employees in the following categories attend work assignments in situations where inclement weather or other emergency causes a need for snow and/or ice removal and/or salt/cinder application, or other essential duty, unless excused from work with pre-approved personal days, vacation days, or Board-approved time off without pay:
	Custodian Lead Custodian Head Custodian HVAC Maintenance Person Material Handler Cleaning Person Lead Groundskeeper
2. Exceptions	In the event that an employee classified in any of the categories above is physically incapable of work on a day in which such activities are deemed necessary, a physician's excuse may be required.
	Work attendance requirements may be waived for any period in which the state or local government declares travel to be restricted (closed roads) or forbidden in such a way as to reasonably preclude travel to the workplace.
	Should weather conditions prevent an employee from arriving/leaving the workplace, only hours spent actually working shall be compensable. Employees classified as essential employees are not eligible for emergency days due to inclement weather.