

**Policy**

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OVERTIME

It is the policy of the Township of Union Board of Education to keep overtime at a minimum. Overtime must be approved by the board secretary/business administrator or superintendent, as is appropriate.

Adopted: June 1999  
NJSBA Review/Update: April 2012  
Readopted: June 2013

Key Words

Extra Pay, Extra Work, Overtime

**Cross Reference:** 4142/4242 Salary Checks and Deductions