



## **BOARD POLICY**

**BOARD POLICY SERIES NUMBER: 347**

**TITLE: WORKING CONDITION**

All part-time classified, non-represented employees are to take a 15 minute break for each four hours that they work. If the employee works 5 hours or more, they must take a 30 minute meal period. The break is paid time and the meal period is unpaid.

Full-time classified and part-time ACEUCC members are covered by the ACEUCC collective bargaining agreement.

**DATE OF ADOPTION:**

**DATE(S) OF REVISION(S):** 12/14/11 by Board

**DATE OF LAST REVIEW:**