

TELEWORK

Under the Public Employment Relations Act (1947 PA 336, MCL 243.201 et seq.), Fitzgerald Public Schools will make allowances for employees to telework during unique and special circumstances. Employees must have prior administrative approval and the full ability to perform their job duties and responsibilities from home.

The objective of this Policy is to provide employees a telework (i.e.- work-at-home) option, while at the same time ensuring that the District's business and educational requirements continue to be met. Teleworking, or working remotely, requires an employee to maintain a normal workday schedule, as described in the employee's job description and/or contract. This Policy may be terminated at any time by the District. Employees should not assume any specified period of time for telework arrangements, and the District may require employees to return to regular, in-District work at any time.

The Superintendent shall prepare administrative guidelines necessary to ensure effective implementation of the Telework program.