

## H-4 STAFF JOB ACTIONS

During the withdrawal of services by an employee organization, the administration has a responsibility to keep the schools open so long as the health and safety of the students and staff can be assured.

In the event of a work stoppage, all staff members are required to report to their work stations at the regular starting time.

Those personnel who do not report to their work stations and carry out their assigned duties as previously agreed to, shall not be paid for that day or days. The Board delegates to the superintendent the right to require a physician's statement in cases where sick leave is used during a work stoppage.

Since a stoppage of work is illegal in the state of Indiana, the use of personal leave will not be approved during the period a work stoppage is in effect.

If a work stoppage is initiated:

1. The health and safety of the students and staff are to be the prime considerations in making the determination of whether to keep the schools open.
2. Buses may be delayed for a definite period of time to assess the situation.
3. If a school is closed, its personnel may be held on standby, may be immediately reassigned to other schools, or may remain at their regular work station for the remainder of that school day.
4. All personnel threatened, intimidated or hesitant about entering their own school should contact the superintendent's office for reassignment. The superintendent's office will be responsible for notifying the building principal of any reassignments.

SOURCE: Plainfield Community School  
Corporation Plainfield, Indiana  
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