



Section: ADMINISTRATIVE EMPLOYEES
Title: VACATION AND HOLIDAYS
Adopted: February 20, 1996
Revised:

	333. VACATION AND HOLIDAYS	
<p>1. Purpose</p> <p>2. Authority</p> <p>3. Guidelines</p>	<p>Administrative personnel employed to work twelve months or other schedules considered full time shall be provided paid vacation in accordance with this policy.</p> <p>Vacations for administrative employees are provided in accordance with these guidelines, consistent with the employee's interest and convenience while considering the operating needs of the district.</p> <p>The Joint Operating Committee establishes provisions for vacation through the Act 93 meet and discuss process with administrators. (See current Act 93 agreement for number of days and accumulation provisions.)</p> <p>Vacations may be taken at the discretion of the individual pending Administrative Director approval based on school needs.</p> <p>The Joint Operating Committee establishes provisions for holidays through the approval of the annual calendar.</p>	<p>SC 1154(e)</p>

