

Board Policy Document

STAFF PERSONNEL

Series 400

Policy Title: Vacations

Code Number: 402.8

The Superintendent shall establish a vacation schedule for eligible full-time employees of the District, according to Public Employee Relations Board (PERB) rules and regulations. Wherever a collective bargaining agreement exists, provisions concerning vacation shall be contained in the master contract(s). Vacation shall not accumulate in excess of five (5) days from one year to the next. Employees who are eligible for vacation are expected to give their supervisor sufficient advance notice when requesting vacation time; vacations shall be mutually agreed upon.

First Adoption: January 10, 1984
Revision Adoption: February 14, 1995/April 24, 2001
Legal Reference: