

COMPENSATION AND BENEFITS
VACATIONS AND HOLIDAYS

DED
(LOCAL)

Applicability

This policy shall only apply to full-time auxiliary employees in positions normally requiring 12 months of service (260 days).

Vacations

A full-time auxiliary employee in a position normally requiring 12 months of service (260 days) shall receive ten days of paid vacation annually. An employee who has been employed by the District for less than one year shall earn paid vacation days on a prorated basis.

Paid vacation days shall not accumulate. All earned vacation days shall be taken within the duty year. Use of vacation days shall require prior approval from the employee's immediate supervisor.

An employee who resigns or is terminated shall receive pay for unused days of vacation.