

COMPENSATION AND BENEFITS
VACATIONS AND HOLIDAYS

DED
(LOCAL)

Vacation

Support employees whose positions require that they provide 12 months of service shall be provided ten days of paid vacation each fiscal year, September 1 through August 31.

Vacation is earned at the rate of one day for each 26 days of service. No vacation shall be approved in excess of the number of vacation days that have been earned for that fiscal year. Although vacation is earned and begins to accrue with the date of initial employment of the first day of the fiscal year, no employee shall be permitted to take vacation until the person has served at least six months with the District.

Unused vacation shall not accumulate from year to year and shall not be converted to compensation at any time. Vacation shall be used within the fiscal year in which it is earned. Vacation shall be requested from the Superintendent and scheduled at least one week in advance. Vacation days shall be scheduled at a time that will least interfere with District operations.

Holidays

Maintenance employees shall receive the following paid holidays:

- Labor Day
- Thanksgiving Day and the following Friday
- Christmas Eve
- Christmas Day
- New Year's Eve
- New Year's Day
- Good Friday
- Memorial Day
- Fourth of July