

SECTION: SUPPORT EMPLOYEES

TITLE: VACATION

ADOPTED: May 21, 2013

REVISED:

SOUTHERN FULTON SCHOOL DISTRICT

<p>1. Purpose</p> <p>2. Authority SC 510</p> <p>3. Guidelines</p>	<p style="text-align: center;">537. VACATION</p> <p>Support employees shall be provided paid vacation days in accordance with Board policy.</p> <p>The Board has the authority and responsibility to establish reasonable guidelines that specify the conditions under which vacation may be taken.</p> <p>Vacation days with pay shall be granted by the Board in accordance with the terms of an applicable collective bargaining agreement.</p> <p>Eligible employees must schedule vacation with the immediate supervisor in advance of the desired start date. Special consideration shall be given to emergencies. All vacation schedules must recognize the district's operating needs and are subject to final approval by the Superintendent or designee.</p> <p><u>Time Of Vacation</u></p> <p>Vacation must be taken within the twelve month period following the time when the vacation was earned.</p> <p>Vacations will normally be scheduled at times when they will not interfere with the normal operation of the district, but in no case may more than one (1) week of vacation be granted while students are in attendance at school.</p> <p><u>Termination Of Employment</u></p> <p>An employee who anticipates termination of district employment may take accrued vacation prior to the termination date, with proper approval.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 510</p>
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