

VACATIONS/HOLIDAYS

For additional information on this subject, see the current employee agreement with

**CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
TRACY CHAPTER #98**

VACATIONS/HOLIDAYS (continued)

The Governing Board recognizes that full-time and part-time employees earn vacation leave and receive pay for specified legal holidays according to the terms established by the current employee agreement.

Vacation Leave

Classified employees on the regular classified salary schedule who are employed full-time are allowed vacation with pay each year according to terms established by employee agreement(s) or one year's service merits vacation in proportion to the time served. Part-time employees on regular contract merit vacation which is prorated according to the time served. Part-time employees working on an intermittent basis are not entitled to vacation time.

Classified employees receive holidays designated by law or in their contracts. Holidays falling within the employee's vacation period do not count as vacation days.

The term of employment to be used for determining vacation time shall be based on the time served by the employee.

Limitation on Vacation Leave

No employee shall be allowed to take earned vacation until he has completed at least twelve months of service.

Holidays

All classified employees shall be paid for specified Legal and Local Holidays, and such other holidays as the Board may specifically authorize. This policy also applies to regularly employed part-time employees.

VACATIONS/HOLIDAYS (continued)

Legal Reference:

EDUCATION CODE

1318	Declaration of holiday (county superintendent)
37220	School holidays
45190	Leaves of absence and vacations
45197	Annual vacation
45200	Interruption of termination of vacation leave
45203	Paid holidays
45205	Holiday in lieu of specified holiday
45206	Substitute holiday
45206.5	re "Admission Day"

Policy Adopted:

HS Board: 11/20/85

EL Board: 7/6/82

TUSD: 11/25/97