

Houston County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Vacations and Holidays	Descriptor Code: 5.310	Issued Date: 08/10/20
		Rescinds:	Issued:

Twelve-month employees earn vacation as directed by the Director of Schools. The employees may take vacation with the timing approved by the immediate supervisor.

Certified personnel shall receive ten (10) paid vacation days per year to be approved by the Board of Education (included in the school district calendar).

Non-certified personnel on active payroll at the time shall be entitled to the following holidays: Thanksgiving, Christmas (2 days), New Year's Day, and Independence Day. Other days may be approved by the Director of Schools.

Equivalent days, as approved by the Director of Schools, may be taken when these days fall on weekends or when school is in session.