

PROFESSIONAL STAFF VACATIONS AND HOLIDAYS

Vacations

Administrative personnel employed on a 12-month basis will receive vacations during the contract year as specified in their individual contracts.

A written request for vacation will be submitted to the Superintendent for approval. Vacations will be allowed, provided they do not hinder the operation of the schools.

Holidays

The school calendar, as adopted by the Board, will establish the school recess periods and holidays for all administrators employed on a school-year basis.

Except as holidays have been declared for the District or vacation days have been scheduled, all professional staff members employed on a 12-month basis (261 work days per year) will be expected to work during the recess periods of the school year.

[Adoption date: August 6, 1991]

Revised: August 16, 2017

LEGAL REFS.: ORC 121.161
3313.20; 3313.63
3319.02