

# PTA Proposal C-6

## Vacation Leave

Presented by PTA Tuesday, June 3, 2025

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PTA makes the following proposal related to Unit C:

### ARTICLE ~~XVI-16~~: VACATIONS

- A.** The vacation year for eligible regular employee-Members shall be the period July 1 to June 30 inclusive and each eligible regular employee-Member shall be credited on June 30 with vacation leave with pay as follows:
1. Ten (10) days at the start of thirty (30) weeks of continuous service;
  2. Fifteen (15) days at the start of five (5) years of continuous service;
  3. Twenty (20) days at the start of ten (10) years of continuous service;
  4. Twenty-five days at the start of twenty (20) years of continuous service;
  5. During the first fiscal year of employment, an employee-Member shall be deemed to earn one (1) day of vacation for each month worked up to a maximum of ten (10) days. Said days must be used during the fiscal year in which they are earned, and do not affect the employees-Members right to be credited on June 30 with ten (10) days for use in the next fiscal year.
- B. Carry Over & Buy Back**
1. Employees-Members beginning their fifth year of employment in the Pembroke Public Schools may choose to either carry over or buy back at the then applicable per diem rate up to five (5) days of unused vacation time ~~(choice subject to mutual agreement between the Administration and the employee)~~.
  2. Employees-Members beginning their tenth year of employment in the Pembroke Public Schools may choose to either carry over or buy back at the then applicable per diem rate up to ten days of unused vacation time.
- C.** Upon termination of employment, employees-Members shall receive payment for any accrued but unused vacation credited as of June 30th of the vacation year immediately preceding their termination of employment and, in addition, prorated vacation pay based upon the percentage of the vacation year completed (July 1 – June 30) as of their effective date of termination. If termination is caused by death, said payment shall be made to the Employees-Members spouse or beneficiary/beneficiaries.
- D.** The approval of vacation requests shall be at the discretion of the administration of the Pembroke Public Schools and building seniority shall prevail. **No Member shall be unreasonably denied the right to claim and use their contractually guaranteed vacation leave.**
- E.** Employees-Members may schedule ~~up to five days of~~ vacation as single days off ~~in any fiscal year. Up to two (2) v~~vacation days may be taken in ~~one-half (1/2) day one-hour~~ increments.