

Eligibility: After 12 months of service, a noncertified employee in a full-time position normally requiring at least 260 workdays per year shall be eligible for five days of paid vacation each fiscal year.

Eligibility: After 24 months of service, a noncertified employee in a full-time position normally requiring at least 260 workdays per year shall be eligible for ten days of paid vacation each fiscal year.

Eligibility: An employee shall not earn vacation when he or she is in unpaid status. An employee using full or proportionate paid leave shall be considered to be in paid status.

Vacation Days: Vacation days shall be available for use during the month of July. Vacation days shall be taken at a time approved by the employee's supervisor.

Holidays: Noncertified employees in positions normally requiring 260 workdays of service shall be granted 10 paid holidays annually.

The designated paid holidays shall be:

Thanksgiving Day and the following business day (2)

Christmas Day and the following business day (2)

New Year's Eve (1)

New Year's Day (1)

Weather Makeup Days (2)

Spring Break – Friday (1)

Good Friday (1)