## SOUTHEASTERN GREENE SCHOOL DISTRICT

SECTION: SUPPORT EMPLOYEES

TITLE: VACATION

ADOPTED:

**REVISED:** 

	537. VACATION
1. Purpose	<b>Support</b> employees shall be provided paid vacation days in accordance with <b>Board</b> policy.
2. Authority SC 510	The Board has the authority and responsibility to establish reasonable guidelines that specify the conditions under which vacation may be taken.
3. Guidelines	Vacation days with pay shall be granted by the Board in accordance with the terms of an applicable collective bargaining agreement or compensation plan.
	Eligible employees must schedule vacation with the immediate supervisor or principal in advance of the desired start date. Special consideration shall be given to emergencies. All vacation schedules must recognize the district's operating needs and are subject to final approval by the Superintendent or designee.
School Code 510	