File: GCD

Professional Staff Vacations and Holidays

Vacations

All full-time professional staff (those working at least 240 days per fiscal year) shall be entitled to annual vacation leave of 20 working days per year.

Generally, vacation days accumulated during any fiscal year must be used before June 30 of the following fiscal year unless a deferred vacation is approved by the executive director.

Employees may accumulate a maximum of 20 days.

Holidays

The following days are considered paid holidays for professional staff: as adopted with the annual calendar.

(Adopted April 25, 2016)