

EASTON AREA SCHOOL DISTRICT

SECTION: ADMINISTRATIVE
EMPLOYEES

TITLE: VACATION

ADOPTED: May 17, 2007

REVISED:

	337. VACATION
1. Purpose	Administrative personnel employed to work twelve (12) months or other schedules considered full time shall be provided paid vacation.
2. Authority	The Board shall provide vacation days for administrative employees consistent with the employee's request and convenience while considering the district's operating and management needs.
3. Guidelines	Vacation time shall be granted in accordance with provisions of the compensation plan or individual contract. All vacation schedules are subject to final approval by the Superintendent.