

Book	Policy Manual
Section	300 Employees
Title	Vacation
Code	337
Status	Active
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Authority.

Administrative and support staff employed to work twelve (12) months or other schedules considered full-time shall be provided paid vacation.

The Joint Operating Committee shall provide vacation days for eligible employees, consistent with the employee's request and convenience while considering the school's management and operational needs. [\[1\]](#)

Vacation time shall be granted in accordance with applicable provisions of the compensation plan, individual contract, collective bargaining agreement or Joint Operating Committee resolution.

Vacations normally will be scheduled at times when they will not interfere with the normal operation of the school.

All vacation schedules are subject to final approval by the Administrative Director.

Legal 1. 24 P.S. 1850.1