

Marion County Board of Education

| Monitoring: | Descriptor Term: | Descriptor Code: | Issued Date: |
|-------------------------------------|-------------------------------|------------------|-----------------|
| Review: Annually, in February | Vacations and Holidays | 5.310 | 05/18/10 |
| | | Rescinds: | Issued: |
| | | 5.310 | 04/24/01 |

VACATIONS

12-month personnel shall earn one (1) day of vacation time for each twenty (20) days of employment. The time of vacation must be approved by the director of schools and immediate supervisor. ¹

There shall be no lump sum payment or compensation for annual (vacation) leave days.

For those continuing employment, accumulated annual leave in excess of 20 days at the end of the school year shall be transferred to the employee's sick leave account.

For those retiring, any accumulated annual leave days will be transferred to sick leave.

For those leaving employment, any accumulated annual leave days shall terminate.

HOLIDAYS

12-month personnel shall be entitled to the following holidays:

July 4

Labor Day

Thanksgiving Day

ML King Day

President's Day

Good Friday

Memorial Day

Equivalent days, as approved by the director of schools, may be taken when these days fall on a weekend or school is in session.

11-month personnel shall be entitled to the following holidays:

Labor Day

Thanksgiving Day

ML King Day

President's Day

Good Friday

Memorial Day

10-month personnel shall be entitled to the following holidays:

- Labor Day
- Thanksgiving Day
- ML King Day
- President's Day
- Good Friday

Legal Reference:
1. TCA 5-23-101;104