

SUPPORT PERSONNEL VACATIONS AND TRIPS

The school calendar, as adopted by the board, establishes the school recess periods and holidays for support staff members employed on a school-year basis. The board of directors expects that full-time staff members, who are employed 30 hours or more per week and less than 260 days per year, will schedule personal vacations and trips to coincide with the adopted school calendar and to not interfere with their contracted obligations.

The board does recognize that unforeseen circumstances merit special consideration. The board will consider granting leave for personal vacations and trips by support personnel during the school contract year as governed by the Administrative Rules and Regulations affecting this policy providing that the leaves do not handicap the operation of the schools.

Legal Reference: Iowa Code §§ 1C; 4.1(34); 20

Cross Reference: 409 Licensed Personnel Vacations & Leaves of Absence

Approved: April 23, 2007

Reviewed: January 22, 2018

Revised: