

**ARTICLE XI - VACATION**

11.1 SCHEDULING: Vacations shall be scheduled at times requested by bargaining-unit unit members in so far as possible within the District's work requirements. Normally vacations will be scheduled when school is not in session. If there is any conflict between unit members who are working on the same or similar operations as to when vacations shall be taken, the unit member with the greatest bargaining unit seniority shall be given his/her preference.

11.2 ELIGIBILITY

11.2.1 FULL-TIME UNIT MEMBERS: A unit member covered by this Agreement, working five (5) days and 40 hours per week for a work year, and who is in paid status for more than one-half of the work days each month, shall be credited with one day of vacation for each month of service. Unit members who are ten (10) and/or eleven (11) month employees who do not have enough vacation days to cover the time when school is not in session, may request additional work which may be provided at the discretion of the District. Work assigned may be at a site other than the site the unit member is regularly assigned.

11.2.2 PART-TIME UNIT MEMBERS: A unit member covered by this Agreement, working less than full time, shall be credited with vacation days in the same ratio that his/her employment bears to full-time employment.

11.3 LONGEVITY VACATION ALLOWANCE: A unit member covered by this Agreement shall be credited with one day of vacation per calendar month of service, or major portion thereof, plus one (1) day per year for each year following six (6) years of service, until the unit member earns 20 days per year. Thereafter, unit members who have rendered twenty (20) complete years of service to the District shall be granted two (2) additional days of vacation. (Total 22 days)

<u>Beginning the first day of year</u>	<u>12 Month</u>	<u>11 Month</u>	<u>10 Months</u>
1 to 6	12	11	10
7	13	12	11
8	14	13	12
9	15	14	13
10	16	15	14
11	17	16	15
12	18	17	16
13	19	18	17
14	20	19	18
15	20	20	19
16-20	20	20	20
21	22	22	22

11.4 PAID VACATION: Except as otherwise provided in this Article, paid vacation shall be granted no later than the fiscal year in which it was earned. Where desired by the unit member, the paid vacation may be granted in the fiscal year following the year in which it is earned.

- 11.5 VACATION PAY: The rate of pay for vacation days for all unit members shall be the same as that which the unit member would have received had he/she been in a working status.
- 11.6 VACATION PAY UPON TERMINATION: When a unit member in the bargaining unit is terminated for any reason, he/she shall be entitled to all vacation pay earned and accumulated up to and including the effective date of the termination.
- 11.7 VACATION CARRY-OVER: If for any reason a unit member is not permitted to take all or any part of his/her annual vacation, the amount not taken shall be accumulated for use in the following year or paid in the last pay check of the fiscal year at the unit member's option. Unit member's opting to be paid for unused vacation shall provide the District with written notice no later than May 30.
- 11.8 VACATION INTERRUPTION: A unit member shall be permitted to interrupt or terminate vacation in order to begin another type of paid leave provided by this Agreement without a return to active service, provided the unit member supplies notice and supporting information regarding the basis for such interruption or termination.
- 11.9 HOLIDAYS: When a holiday falls during the scheduled vacation of any unit member, the unit member shall be granted an additional day's vacation and pay for each holiday falling within that period.