

# DELAWARE VALLEY SCHOOL DISTRICT

SECTION: EMPLOYEES

TITLE: VACATION

ADOPTED: FEBRUARY 19, 2014

REVISED: JANUARY 16, 2014

<b>337. VACATION</b>	
1. Purpose	Full-time personnel employed to work twelve (12) months or bus/van drivers who drive 1,827 or more hours per year, shall be provided paid vacation.
2. Authority	The Board shall provide vacation days for employees consistent with the employee's request and convenience while considering the district's operating and management needs.
3. Guidelines	<p>Vacation time shall be granted in accordance with provisions of the employee's contract/agreement.</p> <p>Eligible employees must request scheduled vacation to the immediate supervisor in advance of the requested date. Special consideration shall be given to emergencies.</p> <p><u>Time of Vacation</u></p> <p>Vacations normally will be scheduled at times when they will not interfere with the normal operation of the school.</p>