

**EMPLOYEES**

**Series 400**

Policy Title Licensed Employee Vacation - Holidays - Personal Leave Code No. 409.01

The board will determine the amount of vacation, holidays, and personal leave that will be allowed on an annual basis for licensed employees.

It is the responsibility of the superintendent to make a recommendation to the board annually on vacations, holidays, and personal leave for licensed employees.

The requirements stated in the Master Contract between employees in the certified collective bargaining unit and the board regarding the vacations, holidays and personal leave of such employees will be followed.

**Legal Reference:**

Iowa Code §§ 1C.1-.2; 4.1(34); 20.9 (2009).

**Cross Reference:**

- 414.01 Classified Employee Vacations - Holidays - Personal Leave
- 601.00 School Calendar

Date of Adoption: November 4, 2009 (Revised)

Related Administrative Rules and Regulations:

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