

**UNIT C
 ARTICLE XVI**

VACATION

1.0 An employee shall earn vacation for active service in a regular assignment or in an assignment in the same or another class in lieu of the employee's regular assignment in accordance with Section 1.1. Active service means all of the time for which pay is received, excluding overtime.

1.1 Accrual of vacation shall be determined based on the factors and in the manner set forth in the following table:

<u>Employee's Years of Service</u>	<u>Vacation Accrual Factor Based on 40 Hour Workweek</u>		<u>Employee's Hours of Paid Status Exclusive of Overtime</u>	=	<u>Employee's Hours of Accrued Vacation</u>
Less than 4 years	.03846				
4 or more years but less than 15	.05770				
15 years but less than 16	.06155	X			
16 years but less than 17	.06539				
17 years but less than 18	.06923				
18 years but less than 19	.07308				
19 years but less than 20	.07693				
20 years but less than 21	.08077				
21 years but less than 22	.08462				
22 years but less than 23	.08846				
23 years or more	.09232				

For example, a full-time twelve (12) month employee will accrue vacation annually as follows:

1 through 4 years	10 days
5 through 15 years	15 days
16 years	16 days
17 years	17 days
18 years	18 days
19 years	19 days
20 years or more	20 days
<u>21 years.....</u>	<u>21 days*</u>

<u>22 years.....</u>	<u>22 days*</u>
<u>23 years.....</u>	<u>23 days*</u>
<u>24 years or more.....</u>	<u>24 days*</u>

*The vacation accrual will increase as stated above effective July 1, 2025

1.2 – 1.16 No Change

1.17 Staff Attendance Incentive:

On an annual basis with the attendance period beginning July 1, 2024 through June 30, 2025, permanent employees who exhibit high performance standards in the area of attendance (as defined by District) shall be eligible to receive the following annual incentives:

- a. Staff Annual Attendance Rate of 96%: \$100.00
- b. Staff Annual Attendance Rate of 97%: \$200.00
- c. Staff Annual Attendance Rate of 98%: \$300.00
- d. Staff Annual Attendance Rate of 99%: \$400.00
- e. Staff Annual Attendance Rate of 100%: \$500.00

No change from the District’s 7/24/2024 proposal