



File GCF

PROFESSIONAL STAFF VACATIONS AND HOLIDAYS

The vacations and holidays of the professional staff are governed by the *Public Schools Act*.
(See also IC) [PSA 76, 77, 78 (1) (2)], (M.R. 101/95)
(*Employment Standards Code, 21*)

Senior Administrative Staff shall be entitled to vacation time as authorized by the Board.
Vacation time shall be scheduled within the following guidelines:

- a) Holidays may be taken at any time during the calendar year. The holiday schedule shall be posted in the Division Office.
- b) Senior Administrative holiday time shall be subject to the approval of the Superintendent.