

CHAPTER 6.00 – HUMAN RESOURCES

ANNUAL LEAVE

6.541*

- (1) Employees on a twelve-month contract shall earn annual leave.
- (2) Annual leave may be accrued; however, only 62.5 days may be carried forward per fiscal year.
- (3) Annual leave may be granted by the superintendent upon the written request of the employee and with prior approval of the employee's administrative supervisor. Annual leave shall be scheduled so that there will be minimal disruption of the school system.
- (4) Any twelve-month staff member employed on a part-time basis shall earn annual leave credit proportionate to the time worked per day.
 - (a) An employee with less than five years of service in Santa Rosa County shall earn annual leave at the rate of one day per month, cumulative to twelve work days per year.
 - (b) An employee with five years but less than ten years of service in Santa Rosa County shall earn annual leave at the rate of one and one-fourth days per month, cumulative to fifteen work days per year.
 - (c) An employee with ten years or more service in Santa Rosa County shall earn annual leave at the rate of one and one-half days per month, cumulative to eighteen work days per year.

STATUTORY AUTHORITY:

1001.41, 1012.22, 1012.23, F.S.

LAWS IMPLEMENTED:

1001.43; 1012.22; 1012.60
1012.62; 1012.66, F.S.

HISTORY:

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