

Holbrook Public Schools

PROFESSIONAL STAFF VACATIONS AND HOLIDAYS

Vacations

Acting under the provisions of Chapter 69, Section 1G of the Massachusetts General Laws, the Department of Education has established 180 as the minimum number of days in the school year.

Due to the minimum number of school days and the important linkage between student progress and professional staff attendance, the School Committee expects that members of the professional staff will make every effort to be in attendance and performing assigned duties for each of the 180 days and any additional days that are designated as part of the regular work year.

In concert with School Committee expectations, all professional staff members are not to schedule vacations when schools are in session. The School Committee will not consider vacations as acceptable reasons for the absence of a professional staff member from assigned duties during those days that schools are in session and any additional days that are designated as part of the regular work year.

All administrators and other professional personnel employed on a 12-month basis will be entitled to annual vacation days.

Vacations for supervisory professional staff members who are employed on a 12-month basis and are members of a recognized bargaining unit will be established through negotiations. Vacations for supervisory personnel not in bargaining units will be established by the Committee and delineated in their individual contracts.

Holidays

Professional staff members will not be required to work on legal holidays. Paid holidays for the professional staff will be established when the School Committee approves the calendar for the school year and will include all legal holidays.

The Superintendent of Schools will be responsible for the distribution of this policy to all professional staff members.

SOURCE: MASC

REF: HEA Contract

Adopted: September 19, 2007

Amended: June 4, 2008