

**Corvallis School District**

**PERSONNEL**

5334

Vacations

Classified and 12-month administrative employees will accrue annual vacation leave benefits in accordance with §§ 2-18-611, 2-18-612, 2-18-614 through 2-18-617 and 2-18-621, MCA. Nothing in this policy guarantees approval of the granting of specific days as annual vacation leave in any instance. The District will judge each request for vacation in accordance with staffing needs.

Employees are not entitled to any vacation leave with pay until they have been continuously employed for a period of six (6) calendar months.

Legal Reference:	§ 2-18-611, MCA	Annual Vacation Leave
	§ 2-18-612, MCA	Rate Earned
	§ 2-18-617, MCA	Accumulation of Leave

Policy History:

Adopted on: 12-8-98  
Effective date: 1-1-99  
Revised on: 09-13-05