

MANUAL OF POLICY

POLICY NUMBER: II-27 **PAGE** 1 of 1

POLICY TITLE: Full-Time Non-Instructional Personnel: Vacation Leave

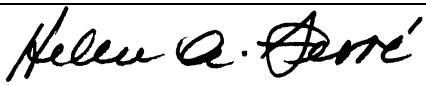
LEGAL AUTHORITY: FLORIDA STATUTE 1001.64(18)

DATE OF LAST REVIEW: 9/29/2005, 6/19/2007 and 7/21/2009

DATE OF BOARD ACTION: 3/9/1977, 7/19/1994, 9/21/1999, 7/19/2001, 6/24/2003, 9/29/2005 and 7/21/2009

Vacation leave for full-time non-instructional personnel employed on a twelve (12) month basis may be granted, consistent with Florida Board of Education Rules and without impeding the efficient management of the College. This policy does not apply to instructional/contractual personnel.

See College Procedure 2501: Vacation Leave for Professional Exempt Contractual, Professional Exempt Non- Contractual and Support Non-Exempt Employees

	7/21/09
CHAIRMAN	DATE