

POLICY

HOWELL TOWNSHIP BOARD OF EDUCATION

SUPPORT STAFF MEMBERS

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Vacations

4433 VACATIONS

The Board agrees to grant to all twelve month non-professional employees not in a bargaining unit paid vacations in accordance with the following schedule:

1. If employed less than ten weeks prior to July 1, there shall be no vacation. If employed more than ten weeks prior to July 1, one vacation day for each ten weeks of service.
2. Two weeks [ten days] vacation after one year service through completion of five years of service.
3. Three weeks [fifteen days] vacation after five years service through completion of ten years of service.
4. One additional vacation day shall be granted for each full year's service after the tenth year with a maximum of five additional vacation days.

Employees will be permitted to pick their vacations on the basis of seniority. Vacations shall be taken between July 1 and August 30. Employees may request that their vacation be taken at a period other than the time set forth herein and the Board or its designee will give fair consideration to such request.

N.J.S.A. 18A:30-7

Adopted: 03 January 2013

