

4245 Educational Support Personnel - Holidays

Educational support personnel employed by Campbell County School District will be entitled to the Board-approved paid holidays as determined by their respective work-year category as stated in Regulation 4245-R and the adopted school calendar.

An employee must work **or utilize paid leave** the last scheduled day before and the first scheduled day after the holiday. An employee may utilize vacation time, sick leave or convenience leave on either (or both) sides of a holiday and still receive holiday pay. However, if a pay dock is used in any combination with other leaves prior to or following a holiday, no holiday pay will be authorized, unless the pay dock is the result of an emergency school closure.

ADOPTION DATE:

July 13, 1982; Revised September 24, 1985; July 9, 1991; August 27, 1991;
Renumbered May 22, 1995 (formerly 4405); Reviewed March 27, 2007; **Revised April 11, 2023**

LEGAL REFERENCES:

CROSS REFERENCES: 4205, 4150, **4200, 4240**

ADMINISTRATIVE REGULATION: 4245-R