

2.081

VACATION LEAVE, ADMINISTRATIVE FLEX-TIME AND OTHER ADMINISTRATIVE BENEFITS

It is the policy of the Board of Education that District administrators be entitled to the same benefits provided to teachers under the terms of any current agreements or policies, except where greater benefits have been awarded under the terms of a personal contract between the administrator and the District.

Administrators may not benefit from this policy if they are participants in negotiations with teachers.

Additionally, the Superintendent, Treasurer and other 260 day administrators shall be entitled to cash in up to twenty (20) days of unused vacation days on July 31, each year, except where greater or lesser benefits have been awarded under the terms of a personal contract between the administrator and the District.

Upon the recommendation of the Superintendent, the Board of Education may employ building principals and other administrative personnel required to accomplish the objectives of the School District in accordance with O.R.C. §3319.02. The Board shall enter into written contracts with its administrative employees specifying the employee's administrative position and duties, the salary and other compensation to be paid for the performance of the duties, the number of days to be worked, the number of vacation days, if any, and any paid holidays in the contractual year. The length of contract for principals and other administrators shall not exceed the maximum permitted by state law. Administrative personnel shall fulfill the requirements of the State Board of Education and shall meet the qualifications of education and/or experience set forth in the job description for the position.

Use of Flex-Time

The Board of Education recognizes that sometimes circumstances prevent an employee from fulfilling their duties during a regular work day. The Board of Education grants the Superintendent or Assistant Superintendent, in their sole discretion, the option for an administrator, supervisor or director to use flex-time, outside the normal work day, to complete their duties. Flex-time may be granted for 1 to 5 work days at a time. There must be extenuating circumstances for flex-time to be granted longer than 5 days. Use of flex-time will not count against perfect attendance.