

5.60.030-P Work Year

- (1) **Standard Work Year**. Administrative personnel employed on the basis of a "standard" work year are responsible for all duties related to their position throughout the year and though it is expected that such assignment will require in excess of a minimum of 225 work days, administrators on the "standard year" shall report at least that many days between July 1 and June 30 of the subsequent year. While a normal vacation period will be established by the office of the superintendent for administrators on a standard year, vacation schedules may vary from those specified to meet the needs of the schools or the district as approved by the office of superintendent or the appropriate area superintendent. (See also Administrator Vacations.)
- (2) **Base Work Year**. A base year shall require the administrator to report 205 days during the course of the fiscal year and vacation periods shall be established with the approval of the office of superintendent. Upon the request of the administrator, a base work year may be authorized by the office of superintendent or appropriate area superintendent, according to special needs of the individual and the district.
- (3) **Contract Administrators**. The work year of administrators on year-to-year contracts shall be as specified in their respective contracts.
- (4) **Administrators Without Contracts**. Administrators who are not issued contracts shall be on a work year equivalent to those administrators of equal rank who have contracts.

History: Adpt. 6/71