

40 Part-time employees covered by this Agreement shall earn vacation on a pro rata basis, in such
41 proportion as their regular assignment bears to a full-time assignment.

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44

45 18.3 Vacation Request

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47 Insofar as practicable and consistent with the needs of the District, vacation shall be granted at
48 times most desired by employees.

49

50 Vacation requests shall be granted on a first-come, first-serve basis amongst unit members. If
51 conflicting vacation requests of multiple employees within in-a-the department within 72 hours
52 of the first request must be reconciled, the conflicting employees shall meet and confer to
53 reach a final resolution; however if an agreement cannot be reached preference shall be
54 given to the ~~timely~~ requests of the employees having ~~the most continuous service~~ requested the
55 day first with the District.

56

57 ~~Vacation requests for the Winter Break period shall be given preference to those requests from~~
58 ~~employees who did not have such vacation in the preceding year(s).~~

59

60 Employees may use accrued vacation time in minimum increments of one (1) hour.

61 Any vacation shall be requested at least three (3) working days in advance of the proposed com-
62 mencing of vacation. The three (3) working day notice can be waived at the discretion of the Dis-
63 trict.

64

65 No deduction shall be made from the accrued vacation balance of any employee for holidays oc-
66 ccurring during the approved vacation of the employee.

67

68 18.4 Long term Vacation Request Response

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70 For vacation request(s) made more than one (1) month in advance, the supervisor/designee shall
71 provide a response within ten (10) work days, barring any special circumstance.

72

73 18.5 Vacation Cancellation

74 Unit members may cancel their approved vacation leave and return to work after providing written
75 notice to their supervisor at least one (1) working day before resuming their regular working
76 schedule. The one (1) working day notice can be waived at the discretion of the District.


77 [Note: In order to manage staffing and direct the assignment of other unit personnel, the
78 District must have notice that unit members will be reporting for shifts that were previ-
79 ously approved for leave, and which may have been offered as overtime.]
80

81 Effective Date: Unless otherwise stated in the Agreed-Upon Language above, the changes set
82 forth herein shall be retroactive to the effective date of the negotiated successor Collective
83 Bargaining Agreement.


84
85 This Tentative Agreement is subject to ratification by the CSEA Chapter 777 membership and
86 approval by the PACCD Board of Trustees. Upon ratification and Board approval, the terms set
87 forth herein shall be incorporated into the parties' Collective Bargaining Agreement.

88
89 FOR THE DISTRICT
90 
91 _____

92 Robert S. Blizinski,
93 Vice-President, Human Resources

94 
95 _____

96
97 Brian Cummins,
98 Director, Human Resources

FOR CSEA Chapter 777


Gregory Zemanek,
CSEA, Chapter 777 President



Joseph Zacklin,
CSEA Labor Relations Representative

