



FLOYD COUNTY BOARD OF EDUCATION  
Danny Adkins, Superintendent  
442 KY RT 550  
Eastern, KY 41622  
Telephone (606) 886-2354 Fax (606) 886-4550  
www.floyd.kyschools.us

Sherry Robinson- Chair - District 5  
William Newsome, Jr., Vice-Chair - District 3  
Linda C. Gearheart, Member - District 1  
Dr. Chandra Varia, Member- District 2  
Rhonda Meade, Member - District 4

**Action/Discussion Item:** review policy revision second reading 03.122

**Applicable Statutes or Regulations:** BOE Policy 0.11 Powers and Duties of the Local Board of Education.

**Background and major Policy Implications:** The addition of annual leave days provides flexibility for administration who typically work beyond the 240 contract days.

**Fiscal Budgetary Impact:** As noted on individual policy.

**Alternatives:** None proposed.

**Recommended Action:** To review policy changes for first reading

**Contact Person:** Angela Duncan, Executive Officer of Operations  
606.886.4525

**Date:** December 14, 2020

  
\_\_\_\_\_  
Superintendent

  
\_\_\_\_\_  
Administrator

**- CERTIFIED PERSONNEL -****Holidays/Noncontract Days and Annual Leave**

All certified employees shall be paid for four (4) holidays which shall be designated in the official school calendar. These are part of the school year required by state law.<sup>1</sup>

Personnel employed on a twelve-month basis shall be paid for two (2) additional holidays as specified in the Board calendar.

**NONCONTRACT DAYS**

Employees will be able to take time off from work in the form of noncontract days. These days are not in the employee's required work days and may be taken as approved by the immediate supervisor who is designated by the Superintendent.

**Annual Leave**

Principals/Chiefs/Directors/Executive Officer/Superintendent employed for a minimum of 240 days annually shall be eligible to accumulate up to ten (10) days of annual leave per year, maximum of sixty days of annual leave total. Eligibility continues throughout employee's service provided employee continues to work a minimum of 240 days annually. Personnel who are terminated with just cause will forfeit any unused annual leave days.

Compensation for accrued annual leave shall be made at the time of retirement or resignation at a rate not to exceed the daily salary rate calculated from the employee's last annual compensation; no stipend position salary will be added to this calculation.

Recognition of annual leave for TRS purposes shall be governed by applicable statutes and regulations. For an individual who becomes a member of TRS on or after July 1, 2008, payment for annual or compensatory leave shall not be included in determining the member's last annual compensation

**ACCUMULATION**

~~Unused noncontract days shall not accumulate.~~

**TERMINATION OF EMPLOYMENT**

Employees who are terminated or who terminate their employment without giving two (2) weeks' notice shall not be entitled to unused noncontract days or payment for any noncontract days.

**CONTRACT DAYS**

Employees shall work the days specified in their contracts. Use of noncontract days shall be approved in advance by the immediate supervisor or the Superintendent. Noncontract days shall not accumulate.

**REFERENCES:**

<sup>1</sup>[KRS 158.070](#)  
[KRS 160.291](#)  
[KRS 161.220](#)  
[KRS 161.540](#)  
[KRS 2.110](#)  
[KRS 2.190](#)

Adopted/Amended: 7/24/2006  
Order #: 15170