

LETTER OF AGREEMENT

Between

KENOWA HILLS BOARD OF EDUCATION

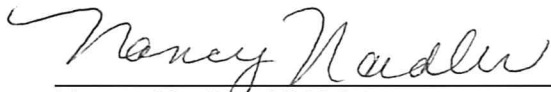
And

KENOWA HILLS SUPPORT STAFF ASSOCIATION (KHSSA)

RE: Awarding of Vacation Hours Prior to Retirement

The parties acknowledge the importance of the awarding employees earned vacation hours.

Employees that are awarded vacation hours after a stated period of service and provide timely written notice of retirement to the District shall be awarded vacation hours prior to the stated date of retirement. Employees will be awarded hours based on the stated date of retirement. If the retirement date is not at the end of a fiscal year, the number of hours will be awarded on a prorated basis determined by number of months worked in the current fiscal year. If the employee severs employment prior to the date as stated in the written notice of retirement to the District, the employee's final compensation will be reduced to refund the District for any vacation hours taken by the employee but not earned by the employee prior to termination of employment.



Nancy Nadler, KHSSA

11-17-15

Date



Tamera L. Powers, Kenowa Hills Public Schools

11-17-15

Date