

3.4 - Bonus Vacation Leave

3.4.1 **Purpose**

The purpose of the bonus vacation leave is to provide a leave benefit to employees whom the General Assembly designated in the 2002-2003, 2003-2004, and/ or 2004-2005 fiscal years.

3.4.2 **Eligibility and Rate of Earning**

Bonus vacation leave was received in three special distributions. For the 2002-2003 fiscal year, only full-time and part-time permanent employees who were eligible to earn leave on September 30, 2002 were eligible to receive bonus vacation leave. School employees who received salary increases based on the salary schedules approved in the 2001 modified budget (S.B. 1115) were not eligible for bonus vacation leave.

For the 2003-2004 and the 2004-2005 years, additional bonus vacation leave was awarded to certain employees (those eligible to earn paid leave that were not paid from a teacher or administrator salary schedule).

In each of the three special distributions, eligible employees in permanent full-time 12-month positions received the full amount of bonus vacation leave. The leave was received pro rata if employed less than full-time and/or less than 12-months.

The bonus vacation leave balance is tracked separately and carried forward each year until used or paid out at retirement or separation. (It is not included in the 30 day limit of the annual vacation leave which can be carried forward on June 30 each year and does not roll into sick leave.)

3.4.3 **Use of Bonus Vacation Leave**

Bonus vacation leave can be used under the same circumstances and provisions as annual vacation leave (See Section 3.1.3).

3.4.4 **Transfer of Bonus Leave**

An employee who transfers between LEAs or to or from a state agency or a community college, can have all unused bonus vacation leave transferred providing that the new agency accepts the bonus vacation leave.

3.4.5 Payout of Bonus Vacation Leave

When an employee transfers between LEAs or to a state agency or a community college, if the new employment is obtained within 31 calendar days from the date of separation, the bonus leave balance can be transferred rather than being paid out providing that the new agency accepts the bonus vacation leave.

3.4.6 Separation from Employment or Transfer to a Position Not Eligible for Leave

- (a) Upon separation from employment, any unused bonus vacation leave balance will be paid out at the daily rate at the time of separation. This payment is in addition to the annual vacation leave balance (up to 30 days) that is paid at separation (Section 3.1.7).
- (b) If an employee transfers to a position where the employee is unable to earn or use vacation leave, the bonus leave balance is paid in a lump sum. This bonus vacation leave payment is in addition to any payment for an annual vacation leave balance (Section 3.1.7).

3.4.7 Donation of Bonus Vacation Leave

Bonus vacation can be donated under the same rules and provisions as annual vacation leave is donated (See Section 4.3.4).

Legal Reference(s)

NCGA 2001, S.B. 1115 Section 28.3 as amended by technical corrections in S.B. 1217 Section 82
NCGA 2003, H.B. 397 Section 30.12
NCGA 2005, S.B. 622 Section 29.14A