

CHAPTER 6.00 – HUMAN RESOURCES

LUMP-SUM PAYMENT OF VACATION LEAVE

6.913

A staff member who is employed on a regular or full-time basis for twelve (12) calendar months may be entitled to a lump-sum payment for his/her accrued vacation leave upon termination of employment, transfer to less than a twelve (12) month position within the District, or normal retirement. Normal retirement as used herein means retirement with either full or reduced benefits as provided by Florida Statutes; it does not include disability retirement. Payment shall not exceed a maximum of thirty (30) days. In the case of an employee's death, his/her beneficiary shall be entitled to the lump-sum payment of the accrued vacation leave.

- (1) The employee may choose to receive a lump-sum terminal payment of accrued vacation leave with the final salary warrant or extend his/her employment status through the last day of accrued vacation leave.
- (2) Payment shall be the daily rate of pay at the time of termination, transfer, retirement, or death.
- (3) The employee shall have been employed by the District at the time of termination, retirement or death.
- (4) Employees electing to participate in the Deferred Retirement Option Program (DROP) shall be eligible for terminal payment of annual leave as described in Policy 6.531.

STATUTORY AUTHORITY:

1001.41; 1012.22; 1012.23, F.S.

LAWS IMPLEMENTED:

1001.43; 1012.65, F.S.

HISTORY:

**ADOPTED:
REVISION DATE(S): 02/14/05
FORMERLY: NEW**