

**Loyalty Day**

An employee shall be allowed one (1) Loyalty Day per year after the employee's 15th year. A Loyalty Day is defined as the number of hours that an individual works each day. Loyalty Days will not accrue. Requests for the Loyalty Day will be made two (2) working days prior to the commencement of such leave. The Loyalty Day may not be used the first five (5) days of school and/or the last five (5) days of school except at the discretion of the Supervisor.