

LEAVE OF ABSENCE

The School Board delegates to the Superintendent the responsibility to determine whether to grant a short term unpaid leave of absence of five (5) days or less. Extended leave of absence of six (6) days or more shall require Board approval.

Any support staff member granted an extended leave of absence shall be considered to have terminated all work with the Corporation until completion of the leave. Exceptions may be made by the Superintendent in cases where the best interests of the Corporation might be served. All leave of absence will comply with existing state and federal statutes, i.e., Family and Medical Leave Act of 1993.

The Superintendent shall prepare appropriate administrative guidelines for this policy.

29 C.F.R. Part 826 Family and Medical Leave Act of 1993