

EMPLOYEE LEAVES OF ABSENCE

The board will offer the following leave to full-time regular licensed employees:

- Personal Illness (Sick) Leave – Leave for medically-related disability or illness
- Family Illness (Sick) Leave- Leave to care for a sick member of the employee’s immediate family
- Bereavement Leave – Leave to mourn the loss of a family member or close friend
- Personal Leave – Leave to accomplish personal business that cannot be conducted outside the work day
- Jury Duty Leave – Leave to be excused for jury duty
- Military Leave – Leave for military service, including the national guard
- Political Leave – Leave to run for elective public office
- Professional Leave - Leave to visit other schools or attend meetings in the employees’ subject matter area
- Association Delegate Assembly Leave - Leave for Association members to attend the Delegate Assembly

The board will offer the following leave to full-time regular classified employees:

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The provisions of each leave offering will be detailed in the Master Contract and/or Employee Handbook.

Leave offered by the district will not be less than what is required by law. In the event of an emergency or unforeseen circumstance, the superintendent may authorize additional paid leave.

Legal Reference: 29 U.S.C. §§ 2601 et seq.
 Pub.L. 116–127
 29 C.F.R. §§ 825; 826.
 Iowa Code §§ 20; 29A; 55; 85; 216; 279.40; 607A.
 Whitney v. Rural Ind. School District, 232 Iowa 61, 4 N.W.2d 394 (1942).
 Bewley v. Villisca Community School District, 299 N.W. 2d 904 (Iowa 1980).

Cross Reference: 403.2 Employee Injury on the Job
 409.3 Licensed Employee Family and Medical Leave
 409.8 Licensed Employee Unpaid Leave

Approved: January 11, 2016

Revised: August 12, 2020

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