

Personnel – Certified / Non-Certified

ABSENCES AND LEAVES – SHORT-TERM LEAVES

4151

4251

Unless otherwise governed by a Collective Bargaining Agreement, up to three (3) additional days may be allowed for causes, which, while not unavoidable, are deemed important and reasonable by both the employee and the Superintendent. These three (3) days may be made available to the employee with pay equal to the difference between the regular salary and the pay of the substitute. Such absences are to be exclusive of allowable sick leave.

Adopted 8/27/2004