

EMPLOYEE LEAVE OF ABSENCE
Code No. 409.2

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 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
- Professional Leave - Leave to attend educational meetings or visit other schools
- Association Leave - Leave to attend conferences of the ISEA, NEA or JDC
- Leave for physical recovery to teachers injured due to a student's violent disruption occurring in the performance of the teacher's work duties.

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

- Personal Illness (Sick) Leave – Leave for medically-related disability or illness
- Family 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
- Professional Leave - Leave to attend educational meetings or visit other schools

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: 401.09 Employee Political Activity

403.02 Employee Injury on the Job

403.06 Drug and Alcohol Testing Program

403.06-E(1) Drug and Alcohol Testing Program - Notice to Employees

403.06-E(2) Drug and Alcohol Testing Program - Pre-Employment Testing Acknowledgment Form

403.06-E(3) Drug and Alcohol Testing Program - Written Consent to Share Information

409.03 Employee Family and Medical Leave

409.03-R(1) Employee Family and Medical Leave - Regulation

409.03-R(2) Employee Family and Medical Leave - Definitions

409.03-E(1) Employee Family and Medical Leave - Notice to Employees

409.03-E(2) Employee Family and Medical Leave - Request Form

706.03 Reduction in Employee Pay

706.03-R(1) Reduction in Employee Pay - Regulation

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