

PATTONVILLE SCHOOL DISTRICT

EPS Code: GCBC-R-5

District Code:

FAMILY LEAVE - CERTIFIED STAFF

Absence with pay for illness in the immediate family - spouse, parents, brothers, sisters, children, grandchildren, grandparents, father-in-law, mother-in-law, brother-in-law, sister-in-law, or any person who is wholly dependent upon the employee - is limited to a maximum of six (6) days annually.

If illness occurs to others of close relationship or connection, absence with pay, if requested, may be approved by the Superintendent of Schools within a five (5) day limitation.

In addition, absence with pay for death of aunts, and uncles of employee or spouse is permitted within the six (6) days annually. Up to three (3) days are allowed for each occurrence.

Leave in excess of policy requirements may be approved by the Superintendent of Schools.

The Superintendent of Schools shall establish guidelines for the equitable administration of this policy.

Adopted: May 25, 1993
Revised: January 25, 2000
Revised: May 14, 2002