

EASTON AREA SCHOOL DISTRICT

SECTION: CLASSIFIED EMPLOYEES

TITLE: UNCOMPENSATED LEAVE

ADOPTED: July 20, 2006

REVISED:

<p>1. Purpose</p> <p>2. Authority SC 510</p> <p>3. Guidelines</p>	<p style="text-align: center;">539. UNCOMPENSATED LEAVE</p> <p>The Board recognizes that in certain situations a classified employee may request extended leave for personal reasons, and the district could benefit from the return of the employee. This policy establishes guidelines for granting uncompensated leaves of absence.</p> <p>The Board has the authority and responsibility to establish the conditions under which uncompensated leave may be taken.</p> <p>Uncompensated leave shall be granted in accordance with terms of an applicable collective bargaining agreement or compensation plan.</p> <p><u>Application</u></p> <p>Requests for uncompensated leave shall be made to the Superintendent or designee in advance of the required beginning date.</p> <p>Special consideration will be given to emergencies.</p> <p>All applications are subject to final approval by the Board.</p> <p><u>Period Of Leave</u></p> <p>An uncompensated leave may be granted for a period of up to one (1) school year.</p> <p>Extensions shall be considered upon proper application.</p> <p><u>Commitment Of Employee</u></p> <p>The employee granted an uncompensated leave shall inform the Board of his/her intentions prior to the scheduled return date.</p>
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<p>School Code 510</p>	<p><u>Commitment Of Employer</u></p> <p>At the expiration of uncompensated leave, the employee shall be offered the same position previously held or a like position to that previously held.</p> <p>Time on uncompensated leave shall not count as time on the job.</p>
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