

EASTON AREA SCHOOL DISTRICT

SECTION: CLASSIFIED EMPLOYEES
 TITLE: UNCOMPENSATED LEAVE
 ADOPTED: July 20, 2006
 REVISED: May 21, 2014

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| <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. All leave time must be used concurrently with leave time taken under the Family Medical Leave Act (“FMLA”), when the FMLA is applicable.</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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Commitment Of Employer

At the expiration of uncompensated leave, only where required by law or contract, the employee shall be offered the same position previously held or a like position to that previously held. Otherwise, the employee's position upon returning from leave remains in the sole discretion of the Board.

Time on uncompensated leave shall not count as time on the job.

Enforcement

When an employee's absenteeism exceeds the employee's leave entitlement, the employee shall be subject to discipline, up to and including termination from employment.

References:

School Code – 24 P.S. Sec. 1154, 1182