

4115 PROFESSIONAL LEAVES (WITH PAY)

Professional leaves, usually a day or two duration, may be granted to individual staff members from the allocation of professional days provided to each school or department at the beginning of each year by the Superintendent or his/her designee. Individual teachers may apply for the use of these professional leave allocation days through their respective supervisors with final approval of the appropriate administrator.

A maximum of ten (10) days leave may be granted each teacher per school year. Requests for additional leave days will require approval by the Superintendent.

Adopted: 09-09-1980 ISD 709
Revised: 06-20-1995
09-16-1997 ISD 709