

Staff Bereavement Leave

Bereavement leave of up to two scheduled weeks shall be granted to full time employees in the event of the death of an employees immediate family member, a person who is the employee's spouse by marriage, civil union, child or by adoption. A leave of up to one scheduled week shall be granted in the event of the death of the employee's relation by blood such as parent, grandparent, sibling or grandchild. A leave of up to three days shall be granted in the event of the death of the employee's relation by blood such as aunt, uncle, niece, nephew, or cousin.

Additional days may be granted and may be charged to the employee's sick or vacation leave, at the employee's option, with the approval of the employee's immediate supervisor and superintendent.

Adopted: February 10, 1976
Revised: February 12, 2003
Revised and recoded: December 12, 2006
Revised: June 25, 2013
Revised: January 28, 2014
Revised: February 8, 2021