

APPROVAL OF LEAVES

6.211*

All requests for leave shall be submitted on the proper form and shall be approved either by the School Board or the Superintendent as provided herein.

- I. The following types of leave require approval of the School Board:
 - A. Extended Health Leave or Disability Leave including Maternity Leave
 - B. Military Leave in excess of seventeen (17) days
 - C. Personal Leave in excess of thirty (30) days
 - D. Illness-or-Injury-in-Line-of-Duty Leave
 - E. Leave to seek political office
 - F. Professional Leave in excess of five (5) days
 - G. Sabbatical Leave
 - H. Family and Medical Leave

- II. The Superintendent is authorized to grant the following types of leave:
 - A. Sick Leave
 - B. Personal Leave not in excess of thirty (30) days
 - C. Annual Leave
 - D. Professional Leave not to exceed five (5) days
 - E. Jury Duty assignment
 - F. Military Leave not to exceed seventeen (17) days
 - G. Witness Duty absence
 - H. Temporary Duty

STATUTORY AUTHORITY:

1001.41, 1012.22, 1012.23, F.S.

LAW(S) IMPLEMENTED:

**1001.43, 1012.22, 1012.61,
1012.63, 1012.64, 1012.66, F.S.**

STATE BOARD OF EDUCATION RULE(S):

6A-1.080, 6A-1.081, 6A-1.082

**HISTORY: ADOPTED: _____
REVISION DATE(S): 11/17/2009
FORMERLY:**