

Bartlett City Board of Education		5014.2
Descriptor Term: MILITARY LEAVE	Descriptor Code: PERSONNEL	Issue Date: 4/24/2014
	Rescinds:	Revised:

- 1 Employees who are members of any reserve component of the Armed Forces of the United States
2 shall be granted leave of absence for all periods of military service during which they are engaged
3 in the performance of duty or training in the service of the state or the United States. Reservists
4 who anticipate military duty during the school year must give written notice to the Superintendent,
5 within thirty (30) days of the beginning of the school year, of the dates of the anticipated duty.
6 While performing such duty or training, the employee shall be paid his/her regular salary up to a
7 maximum of twenty (20) working days in any one (1) calendar year, plus such additional days as
8 may result from any call to active state duty.¹ An employee called to active duty by the Governor
9 to enforce the laws of the state shall be paid his/her regular salary for such time as he/she is
10 engaged in the performance of his/her duty, and any time spent in active state duty shall not count
11 against the twenty-day period of leave allowed for military service.²
- 12 Request for leaves and extension of leaves shall conform to state law, all State Board of Education
13 rules and regulations, and Board policy governing all leaves of absence. Failure to comply with
14 applicable laws and policies shall constitute grounds for dismissal.
- 15 The employee shall supply a copy of the orders for duty, including the dates of departure, and
16 return it to the Superintendent prior to, or simultaneous with, requesting leave.

¹ T.C.A. §8-33-109; T.C.A. §49-5-702(a)

² T.C.A. §58-1-106(d); T.C.A. §58-1-109