

PTA Proposal E8

Personal Business Leave

Presented by Pembroke Teachers Association on Tuesday, February 11, 2025

The Pembroke Teachers Association proposes the following changes to the Unit E CBA, Article VI Personal Days, for the 2025-2028 contract year:

ARTICLE ~~VI~~ 6 : PERSONAL ~~DAYS~~ BUSINESS LEAVE

- A. Three (3) Personal Business Leave ~~D~~days ~~will~~ shall be granted to each Member every year for the purpose of conducting necessary and important business, provided that reasonable, advanced notice with the request form set forth below is given in writing to the Superintendent and/or ~~his~~ their designee.
- B. Personal Business ~~L~~leave ~~is to~~ shall be considered personal, and as such, no explanation from a Member is shall be necessary, however, a ~~bargaining-unit~~ mMember shall provide a reason in advance, normally at least forty-eight (48) hours prior to the taking of such leave, if the ~~p~~Personal Business Leave day will precede or follow a school holiday or vacation.
- C. This time shall not be deducted from sick leave provisions.
- D. Personal Business Leave may be used in half-day increments.
- E. Members may claim the use of Personal Business Leave for unscheduled school closings to avoid loss of compensation.
- F. Any unused ~~p~~Personal Business Leave days shall be converted to accumulated sick leave at the end of the work year.