

Central Greene School District

Section ADMINISTRATIVE EMPLOYEESTitle UNCOMPENSATED LEAVECENTRAL GREENE SCHOOL DISTRICTDate Adopted October 21, 1981

Guide		Reference
	339. UNCOMPENSATED LEAVE	
1. <u>Purpose</u>	The Board recognizes that in certain instances an employee may wish extended leave for personal reasons, and the district could benefit from the return of said employee. This policy establishes guidelines for the award of uncompensated leaves of absence.	§ 1154(e)
2. <u>Authority</u>	The Board reserves the right to specify the conditions under which uncompensated leave may be taken.	
3. <u>Guidelines</u>	<p>A. <u>Purpose</u></p> <p>Uncompensated leave may be taken for the purposes of study or for restoration of health.</p> <p>B. <u>Application</u></p> <p>Request for uncompensated leave shall be made to the Board at least six (6) weeks in advance of the desired start date. Special consideration will be given to emergencies but in no case will leave be permitted to start at any time except the start of a semester.</p> <p>All applications are subject to final approval by the Board.</p> <p>C. <u>Period of Leave</u></p> <p>An uncompensated leave may be granted for a period of one school year.</p> <p>D. <u>Commitment of Employee</u></p> <p>The Employee granted an uncompensated leave shall inform the Board within sixty (60) days of the scheduled return date as to his/her intentions. If said notification is not received, action shall be taken to terminate employment.</p>	

E. Commitment of Employer

At the expiration of the uncompensated leave, the employee shall be offered a position for which s/he is qualified. Time on uncompensated leave shall not count as time on the job and fringe benefits shall not be provided unless the employee makes provision for payment for benefits.

School Code

SS 522:1,
1154(e)

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