General Personnel

Religious Holidays

The Superintendent or their designee shall grant an employee's request for time off to observe a religious holiday if the employee gives at least one days' prior notice and the absence does not cause an undue hardship.

Employees may use earned vacation time or personal leave to make up the absence, provided such time is consistent with the District's operational needs. A per diem deduction may also be requested by the employee.

LEGAL REF.: 775 ILCS 5/2-101 and 5/2-102, Ill. Human Rights Act.
775 ILCS 35/, Religious Freedom Restoration Act.

ADOPTED: January 26, 2009

REVIEWED: September 28, 2022