

EAST STROUDSBURG AREA SCHOOL DISTRICT

SECTION: PROFESSIONAL EMPLOYEES
 TITLE: PERSONAL NECESSITY LEAVE
 ADOPTED: August 19, 2002
 REVISED: August 15, 2011

436. PERSONAL NECESSITY LEAVE	
1. Purpose	This policy shall provide for a professional employee's absence for personal necessity when not otherwise covered by policy.
2. Authority SC 510, 1154	The Board has the authority to specify reasonable conditions under which personal necessity leave may be granted, the type of situations in which such leave will be permitted, and the total number of days that may be used in any school year for such leave.
3. Guidelines	<p><u>Personal Leave</u></p> <p>Personal leave days with pay shall be granted to professional employees in accordance with provisions of the collective bargaining agreement.</p> <p><u>Bereavement Leave</u></p>
SC 1154	When a professional employee is absent from duty because of the death of a spouse, parent or child, there shall be no deduction in salary for an absence of five (5) consecutive work days. The Board may extend the period of absence, at its discretion. Spouse, parent or child shall be defined as husband, wife, mother, father, son, daughter, step-father, step-mother, step-son, or step-daughter.
SC1154	When a professional employee is absent from duty because of the death of an immediate family, there shall be no deduction in salary for an absence of three (3) consecutive work days. The Board may extend the period of absence, at its discretion. Immediate family shall be defined as brother, sister, parent-in-law, son-in-law, daughter-in-law, grandchild, grandfather, grandmother, or near relative who resides in the same household, or any person with whom the employee has made his/her home. This leave can only be used to attend the funeral and/or attend to the affairs of the deceased.
SC 1154 School Code 510, 1154	When a professional employee is absent from duty because of the death of a near relative, there shall be no deduction in salary for absence on the day of the funeral, one (1) day. The Board may extend the period of absence, at its discretion. Near relative shall be defined as first cousin, aunt, uncle, niece, nephew, brother-in-law or sister-in-law. This leave can only be used to attend the funeral and/or attend to the affairs of the deceased.

REPEAL SEE POL. 336