

## CLASSIFIED STAFF LEAVES AND ABSENCES

Leaves and absences granted to the Classified staff will be for the purposes of helping them maintain their physical health, take care of family and other personal emergencies and discharge important and necessary obligations.

All requests for long-term leaves of absences, other than those covered by the Family and Medical Leave Act (FMLA), will be submitted by the superintendent, along with his/her recommendations, to the Board for its action.

(Adoption Date: December 13, 1982)  
(Reviewed Date: April 25, 2005)  
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CONTRACT REFS.: Classified Personnel Handbook: Leaves and Absences