

CHAPTER 6.00 - SCHOOL ADMINISTRATION

6.18* - Approval of Leaves

POLICY

- (1) All requests for leave shall be submitted on the proper district form and shall be approved by either the Board or the Superintendent as provided herein.

The following types of leave require approval by the Board:

- (a) Parental Leave;
- (b) Military Leave;
- (c) Personal Leave in excess of six (6) days;
- (d) Illness-in-line-of-duty leave;
- (e) Leave to seek political office;
- (f) Professional Leave;
- (g) Preschool Planning Leave;
- (h) Family Medical Leave; and
- (i) Sabbatical Leave
- (j) Vacation Leave in excess of 40 consecutive hours within 160 contiguous hours. This excludes vacation leave taken for personal illness or family emergencies.

- (2) The Superintendent or designee is authorized to grant the following types of leave or duty assignment:
 - (a) Sick Leave
 - (b) Personal Leave not in excess of six (6) days;
 - (c) Vacation Leave within the provision above;
 - (d) Jury duty assignment;
 - (e) Witness duty absence;
 - (f) Temporary duty;

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(g) Early dismissal for professional growth; and

(h) L.C.E.A. - See Master Contract

STATUTORY AUTHORITY:

1001.41 (2), 1001.42 (17), F.S.

LAWS IMPLEMENTED:

1012.66, 1012.67, 1012.22 (2), F.S.

STATE BOARD OF EDUCATION RULE:

6A-1.080, 6A-1.081, 6A-1.083, 6A-1.084

HISTORY:

Adopted: 06/17/97

Revision Date(s): 12/03/02, 7/23/18,
12/11/18

Formerly: