

AVON GROVE SCHOOL DISTRICT

SECTION: ADMINISTRATIVE EMPLOYEES

TITLE: UNCOMPENSATED LEAVE

ADOPTED: September 19, 2000

REVISED: November 25, 2003

339. UNCOMPENSATED LEAVE	
1. Purpose SC 1154(e)	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.
2. Authority	The Board reserves the right to specify the conditions under which uncompensated leave may be taken.
3. Guidelines	<p>A. <u>Purpose</u></p> <p>Uncompensated leave for study purposes shall be consistent with the provisions of the collective bargaining agreement with professional employees.</p> <p>B. <u>Application</u></p> <p>Request for uncompensated leave shall be made to the Superintendent in advance of the desired start date.</p> <p>Special consideration will be given to emergencies.</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 not to exceed twelve (12) months.</p> <p>Requests for exceptions to this period of time may be made in writing to the Superintendent.</p>

UNCOMPENSATED LEAVE

<p>School Code 522.1,1154</p>	<p>D. <u>Commitment Of Employee</u></p> <p>The employee granted an uncompensated leave shall inform the Superintendent at least twelve (12) weeks prior to the scheduled return date of his/her intentions. If said notification is not received, action shall be taken to terminate the employment of said employee.</p> <p>E. <u>Commitment Of Employer</u></p> <p>At the expiration of the uncompensated leave, the employee shall be offered a position for which he or she is qualified.</p>
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