



Section PROFESSIONAL EMPLOYES

Title UNCOMPENSATED LEAVE

LACKAWANNA TRAIL SCHOOL DISTRICT

Adopted

Revised

Lackawanna Trail School District

<p>1. Purpose</p> <p>2. Authority</p>	<p style="text-align: center;">439. UNCOMPENSATED LEAVE</p> <p>The Board recognizes that in certain instances an employe may wish extended leave for personal reasons, and the district could benefit from the return of said employe. This policy establishes guidelines for the award of uncompensated leaves of absence.</p> <p>The Board reserves the right to specify the conditions under which uncompensated leave may be taken.</p> <p><u>A. Purpose</u></p> <p>Uncompensated leave may be taken for the following purposes: study, travel, special work, assignment, restoration of health, or as agreed to by the Board.</p> <p><u>B. Application</u></p> <p>Request for uncompensated leave shall be made to the Superintendent at least seven (7) weeks in advance of the desired start date.</p> <p>Special consideration will be given to emergencies but generally leave will be permitted to start at any time except the start of a school year.</p> <p>All applications are subject to final approval by the Board.</p>	<p style="text-align: center;">SC 1154(e)</p>
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C. Period of Leave

An uncompensated leave may be granted for a period of time as agreed to by the Board.

D. Commitment of Employee

The employe granted an uncompensated leave shall inform the Board within two (2) months of the scheduled return date as to his/her intentions.

If said notification is not received, it shall be assumed that employe has terminated employment with the district.

E. Commitment of Employer

At the expiration of the uncompensated leave, the employe shall be offered a position for which s/he holds a valid certificate.

Time on uncompensated leave shall not count as time on the job and fringe benefits shall not be provided, unless the employe makes provision for payment for benefits.

School Code

SC 522.1
1154(e)

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