

UNIONVILLE- CHADDS FORD SCHOOL DISTRICT

SECTION: EMPLOYEES

TITLE: UNCOMPENSATED LEAVE

ADOPTED: October 20, 2014

REVISED:

339. UNCOMPENSATED LEAVE	
1. Authority	<p>The Board recognizes that in certain situations an administrative, professional or support employee may request extended leave for personal reasons, and the district could benefit from the return of the employee. This policy establishes parameters for granting uncompensated leaves of absence.</p>
SC 1154	<p>The Board reserves the right to specify the conditions under which uncompensated leave may be taken. All applications for uncompensated leave require approval by the Board, upon recommendation of the Superintendent.</p> <p>Uncompensated leave for professional employees shall be granted in accordance with provisions of the collective bargaining agreement.</p>
2. Guidelines	<p><u>Application</u></p> <p>Requests for uncompensated leave shall be made on the district form to the Superintendent in advance of the requested beginning date. Special consideration will be given to emergencies.</p> <p><u>Period Of Leave</u></p> <p>An uncompensated leave may be granted for a period not to exceed one (1) school year.</p> <p><u>Commitment Of Employee</u></p> <p>The employee granted an uncompensated leave of absence shall inform the Board of his/her intentions within sixty (60) days of the scheduled return date.</p> <p>If notification is not received, it shall be assumed that the employee has terminated employment with the district.</p>

Commitment Of Employer

At the expiration of uncompensated leave, the employee shall be offered the same position previously held or a like position to that previously held.

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

References:

School Code – 24 P.S. Sec. 1154, 1182