

KEYSTONE OAKS SCHOOL DISTRICT

# Policy Guide



Policy No. 837

Section OPERATIONS

Title PERSONAL NECESSITY LEAVE

Adopted MAY 23, 2017

Revised \_\_\_\_\_

	<b>POLICY NO. 837</b> <b>PERSONAL NECESSITY LEAVE</b>	
	<b>THIS POLICY SHALL SUPERSEDE POLICIES 336, 436, AND 536.</b>	
<b>Section 1</b>	<b><u>Purpose</u></b>  This policy shall provide for absences for defined personal necessity leave by administrative, professional and support employees.	
<b>Section 2</b>	<b><u>Authority</u></b>  The Board has the authority to specify reasonable conditions under which personal necessity leave may be granted, the type of situations in which such leave will be permitted, and the total number of days that may be used by an employee in any school year for such leave.	SC 510, 1154
<b>Section 3</b>	<b><u>Guidelines</u></b>  Personal leave days, bereavement leave days, and emergency leave days, with pay, shall be granted to District employees in accordance with applicable provisions of the Administrative Compensation Plan, individual contracts, Collective Bargaining Agreements, or Board resolution.  References:  School Code – 24 P.S. 510, 1154	SC 1154