EAST PENN SCHOOL DISTRICT

SECTION: CLASSIFIED EMPLOYEES

TITLE: GENERAL LEAVE

ADOPTED: February 8, 1993

REVISED:

539. GENERAL LEAVE

1. Purpose

The Board may, for reasons it deems justifiable, grant a general leave to a classified employee who requests such a leave, subject to the following stipulations.

2. Guidelines

1. This policy is applicable to all classified employees except daily, long-term or full-time substitutes or probationary employees.
2. The leave shall be for a specific length of time, not to exceed one (1) calendar year.
3. There shall be no salary entitlements during said leave.
4. There shall be no district fringe benefits entitlements and no accrual of credit toward same. This shall include, but not be limited to, vacations and insurances.
5. The employee shall be permitted to purchase district medical insurances only if the employee remits premium payments to the district monthly as directed by the Business Office, and in any case, subject to approval of the carrier.
6. Deductions and credit for the Pennsylvania School Employee Retirement System shall be adjusted and/or suspended consistent with the regulations of the Retirement Board.

School Code
522.1

This replaces former policy GAH