

CHAPTER 6.00 –HUMAN RESOURCES

APPROVAL OF LEAVES

6.502*

All requests for leave shall be submitted on the proper form and shall be approved either by the School Board or the Superintendent as provided herein.

- I. The following types of leave require approval of the School Board:
 - A. Extended Health Leave or Disability Leave including Maternity Leave
 - B. Military Leave in excess of seventeen (17) days
 - C. Personal Leave in excess of six (6) days
 - D. Illness-or-Injury-in-Line-of-Duty Leave
 - E. Leave to seek political office
 - F. Professional Leave in excess of five (5) days
 - G. Sabbatical Leave
 - H. Family and Medical Leave
- II. The Superintendent is authorized to grant the following types of leave:
 - A. Sick Leave
 - B. Personal Leave not in excess of six (6) days
 - C. Annual Leave
 - D. Professional Leave not to exceed five (5) days
 - E. Jury Duty assignment
 - F. Military Leave not to exceed seventeen (17) days
 - G. Witness Duty absence
 - H. Temporary Duty

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LAW(S) IMPLEMENTED: 1001.43, 1012.22, 1012.61, 1012.63,
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