SPRING-FORD AREA SCHOOL DISTRICT

SECTION: ADMINISTRATIVE EMPLOYEES
TITLE: PERSONAL NECESSITY LEAVE
ADOPTED: March 25, 1991
REVISED: 

336. PERSONAL NECESSITY LEAVE

1. Purpose

This policy shall provide for an administrative employee's absence for personal necessity when not otherwise covered by sick leave or disability policies.

2. Authority

The Board has the authority to specify reasonable conditions under which personal leave may be granted, the type of situations in which such leave will be permitted and the total number of days which may be used in any school year for personal leave.

School Code 1154