

Policy

LEAVES- AUTHORIZED / UNAUTHORIZED

Authorized Leave

All leaves of absence, except as covered by statute or by association agreement, are at the approval of the Board of Education.

Unauthorized Leave

Unauthorized leave is defined as a non-approved absence resulting in non-performance of those duties and responsibilities assigned by the district and its representatives. This includes all duties and responsibilities as defined by statute, rules and regulations of the State Board of Education, policies of the Board and administrative regulations of this school district. Such unauthorized leave may include but is not limited to collective refusals to provide service, unauthorized use of sick leave, unauthorized use of other leave benefits, non-attendance at required meetings, failure to perform supervisory functions at school-sponsored activities and the unauthorized absence from school property during work hours.

An employee is deemed to be on unauthorized leave at such time and on such occasions as the employee may absent himself/herself from required duties and shall be subject to disciplinary action.

Adopted:	1994
NJSBA Review/Update:	November 2008
Readopted:	March 2009

Legal Reference:

N.J.S.A. 18A:30-1 et seq.	Leaves of Absence
---------------------------	-------------------