

Article 8 - Leaves

<u>Sick</u>	<u>Personal Necessity</u>	<u>Urgent Personal Business</u>
<ul style="list-style-type: none"> • You are sick • You have a dr appt <p>Reason=Sick or Dr. Appt.</p>	<ul style="list-style-type: none"> • 10 days of sick leave may be used • To perform duties associated with being the executor, trustee, or co-trustee of a will or trust. • Death of a member of his/her immediate family, Personal Necessity Leave may be used for this purpose after exhaustion of the full amount of Bereavement Leave. • Death of a second degree relative not to exceed two (2) days. • Serious accident involving the unit member's person or property, or the person or property of a member of his/her immediate family. • Serious accidents include unforeseen emergencies involving potential harm to person or property. • Illness of a member of the unit member's immediate family. • Appearance in court as a litigant, as a witness under an official order, or as the parent of a minor age child (under the age of 18). • Adoption processing (including legal, financial, medical or social aspects), which cannot occur outside of school hours not to exceed five (5) days per school year. • Up to (5) days of the (10) Personal Necessity Leave provided in section 8.3,1 of this Article per year may be used in any school year by a bargaining unit member who is the parent, foster parent, legal guardian, or grandparent to attend a school related activity (i.e., field trip, award ceremony, etc.) of their child/foster child/grandchild/legal ward. • Submit at least 24 hours in advance, if possible. • May only be taken as full or half days. • Must provide reason (example: dr. appointment for family member, funeral for cousin, child award) <p>Reason=above language</p>	<p>Urgent personal business, e.g. "personal" or "family" issues requiring the unit member's attention and not covered personal necessity reasons, not to exceed seven (7) days per year. However, in <u>no</u> event may a unit member use these seven (7) days of urgent personal business for vacation, recreational activities, or to participate in a work stoppage; or on any non-instructional dutyday. If the District suspects abuse of leave, a representative of the Association and the Superintendent's designee will evaluate the request.</p> <p>Reason=Family or Personal issue</p>
<p style="text-align: center;"><u>Bereavement</u></p>		
<p>Upon the death of any of the employee's immediate family, each unit member shall be allowed five (5) days of bereavement leave without loss of pay upon the death of any of the employee's immediate family.</p> <p>A unit member shall be allowed two (2) days of bereavement leave without loss of pay upon the death of any of the following members of his/her second degree relatives: uncle, aunt, sister-in-law, brother-in-law, niece, nephew, first cousin, or great-grandparent.</p> <p>Bereavement Leave=Reason Family Member</p>		