

PROFESSIONAL STAFF LEAVES AND ABSENCES

The Board will provide a plan for leaves and absences for its staff members. These leaves and absences will be considered in accordance with the Ohio Revised Code and Board policies pertaining to specific types of leaves.

A leave of absence is generally considered to be a period of extended absence from duty by a staff member, for which written request has been made and formal approval granted by the Board of Education. Without request, the Board may grant a leave of absence to a staff member because of physical or mental disability. Provisions are also made in law and Board policies for short-term leaves of absence.

Compensation during leaves of absence will depend on the type of leave. Deductions will be made in salaries for absence in accordance with regulations developed by the administration and approved by the Board.

The effective date of any leave of absence will be the first day on which the staff member does not work.

When group insurance policy permits, an employee may continue to participate in Board approved insurance programs provided the employee pays the entire premium for these benefits.

If the Board grants a leave of absence to a teacher, and that teacher pays his/her share of retirement costs, the Board shall pay its share of retirement costs for the period of time covered by the leave.

A staff member will terminate his/her affiliation with the Board if, at the expiration of the specified period of leave, he/she declines the position that is offered to him/her. An employee will be granted the same contract status held at the start of his/her leave when he/she returns to duty if his/her contract has not expired during the period of the leave of absence.

Current practice codified 1980

Adopted: date of manual adoption

Revised: June 15, 1994

Reviewed: October 16, 2001

Revised: November 16, 2011

LEGAL REFS.: Family and Medical Leave Act; 29 USC 2601 et seq.
Americans with Disabilities Act Amendments Act of 2008; 42 USC 12101 et seq.
Genetic Information Nondiscrimination Act of 2008; 42 USC 2000ff et seq.
ORC 124.38
3313.211
3319.08; 3319.09; 3319.13; 3319.131;
3319.14; 3319.141; 3319.143

CROSS REFS.: GBR, Family and Medical Leave
GCB, Professional Staff Contracts and Compensation Plans

CONTRACT REF.: CLEA, Article V

Columbia Schools, Columbia Station, Ohio