

Bargaining Unit employees should review their appropriate Collective Bargaining Agreement (CBA) to determine if this policy applies to them. In case of a conflict between the applicable CBA and these policies, the provision in the CBA controls.

SECTION SEVEN: LEAVES OF ABSENCE

Policy No.: 7-1
Revision No.: 2

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09/10/2018, 08/18/2021,
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Board Policy

1. The Administrating Official will grant employees reasonable leaves of absences, with or without pay, for; annual leave, illness, family, civil responsibility, other emergency matters including domestic violence, to allow for recreation and personal obligations. Procedures for increasing accrual amounts based on longevity of service promote employee retention and meet statutory requirements.
2. Workers' Compensation leave will be in adherence to Florida Statute Chapter 440 and the procedures defined within.
3. The Administrating Official will develop and maintain procedures for granting Family and Medical Leave Act (FMLA) in accordance with Federal law.
4. Administrative leave may be issued by the Administrating Official for reasons defined in the procedure.
5. Employees called to military service may be given additional compensation to cover a shortfall between their military compensation and their current salary, in addition to compensation required by law.
6. Employees deployed under Local, State or Federal request may use approved leave and/or be compensated during their time of deployment as defined in the procedure.
7. Managerial leave will be executed as defined in the procedure established by the Administrating Official.