

# LA PUENTE VALLEY REGIONAL OCCUPATIONAL PROGRAM

## JOINT BOARD POLICIES

### II.

#### Board Policies Covering Certificated Employees

#### LEAVES OF ABSENCE

First Reading	<u>07-07-92</u>
Adopted	<u>08-18-92</u>
Revised	<u>12-16-97</u>
Revised	<u>09-05-00</u>
Revised	<u>05-14-02</u>
Revised	<u>07-08-03</u>
Revised	<u>09-16-08</u>
Revised	<u>06-30-15</u>
Revised	<u>07-21-15</u>

BP 4161

The Joint Board of Trustees shall provide for paid and unpaid employee leaves of absence in accordance with law, board policy and, administrative regulation.

The superintendent or designees have the authority of the ROP to approve verifications of leaves or make final decisions on leaves. The superintendent shall adopt verification procedures to implement this board policy.

The board recognizes the following justifiable reasons for absence as provided by law and/or the terms set forth in Board policies and regulations:

1. Personal illness or injury
2. Industrial accident or illness
3. Childbirth and recovery, care of newborn, placement of a child with the employee for foster care or adoption of a child
4. Military service or spouse/domestic partner on leave from military deployment
5. Family illness or accident; bereavement; fire, flood or other immediate danger to the employee's home or property; and other personal emergencies
6. Vacations for certificated management staff, as applicable
7. Jury duty or required court appearances
8. Religious observances
9. Participation in child's school or day care activities
10. Sabbaticals for purposes of study or travel; sabbaticals for purposes of study or retraining

11. Diagnosis, care, or treatment of an existing health condition of, or preventive care for and employee or an employee's family member. (Healthy Families, Healthy Workplace Leave)
12. For an employee who is a victim of domestic violence, sexual assault, or stalking. (Healthy Families, Healthy Workplace Leave)
13. Compulsory leave
14. Special leaves with or without pay

Legal Reference:

EDUCATION CODE

44036 Leaves of absence for judicial and official appearances

44037 Unlawful to encourage exemption from jury duty

44842 Failure to provide notice or to report to work

44940 Sex offenses and narcotic offenses; compulsory leave of absence

44962-44988 Leaves of absence (certificated)

GOVERNMENT CODE

3543.2 Scope of representation