

Professional Leave

When an employee is required to be absent from his or her duties to carry out assignments requested by the district, such absence shall be with full pay. Days so used shall not be deducted from any other type of allowable leave.

Expenses shall be reimbursed in accordance with the policy on reimbursement of expenses. Professional leave shall be initiated by the employee's immediate supervisor.

Adopted by the superintendent: prior to 2018

Revised and recoded by the superintendent: July 17, 2019

CROSS REFS.:

Board policy:

EL-12, Staff Treatment

Administrative policies:

DKC, Expense Authorization/Reimbursement (Mileage and Travel)

GBDA, Board-Staff Meet and Confer