

**LEAVES**

BP 4161  
4261  
4361

Note: This policy and our other sample leave policies are offered as models for districts. Districts should take into careful account their past practices and collective bargaining agreements when providing for leave privileges.

The School Board ~~shall authorize~~ **recognizes** employee absences as provided by law and School Board policy. The School Board recognizes the following justifiable reasons for absence:

1. Personal sickness or injury, pregnancy, jury duty, military service or emergencies beyond the employee's control.
2. Family illness, bereavement, religious observances and other personal reasons.
3. Situations stemming from occupational status such as attendance at meetings, conventions, inservice courses, seminars, etc.
4. Other situations for which leave is provided by law.

**The School Board authorizes the Superintendent or his designee to approve leaves.**

*(cf. 4161.4 – Family and Medical Leave)*

Note: The Alaska Family Leave Act became law September 16, 1992, and applies to employers that have employed 21 or more employees for each working day during any period of 20 consecutive workweeks in the preceding two calendar years. Family leave includes, at a minimum, "unpaid leave" for "serious" health conditions for a total of 18 weeks during any 12 month period, and unpaid leave for pregnancy and childbirth or adoption for a total of 18 work weeks within a 12 month period. Employees are entitled to apply accrued paid leave toward the unpaid leave time. Employers must allow employees to continue their existing health insurance coverage at the same level the employee had before going on leave. However, the employee may be required to pay the premium cost for the continuation of the insurance coverage. The Commissioner of Education may approve a labor contract that does not meet the family leave requirements if the district can show a lack of qualified, available substitutes to replace a teacher on leave or a lack of available housing for replacement teachers who do not live in the community.

*Legal Reference:*

ALASKA STATUTES

14.14.107 Sick leave and sick leave transfer

14.20.147 Transfer or absorption of attendance area or federal agency school

23.10.500 - 23.10.550 Alaska Family Leave Act

ALASKA ADMINISTRATIVE CODE

4 AAC 09.020 Teachers entitled to pay

FAMILY AND MEDICAL LEAVE ACT, 29 U.S.C. 2601 et. seq.; 29 CFR Part 825, amend. 2008

NATIONAL DEFENSE AUTHORIZATION ACT for fiscal year 2008, Public Law 110-181, § 585(a)

Revised 3/2012