

# Tyrone Area School District

TITLE: PERSONAL NECESSITY LEAVE

ADOPTED:

REVISED:

336. PERSONAL NECESSITY LEAVE	
1.Purpose	This policy shall provide for an administrative employe's absence for personal necessity when not otherwise covered by sick leave or disability policies.
2.Authority	The Board has the authority to specify reasonable conditions under which personal leave may be granted, the type of situations in which such leave will be permitted and the total number of days which may be used in any school year for personal leave.
3.Guidelines	<u>Bereavement Leave</u>
SC 1154(b)	In case of death in the immediate family, an administrator shall be granted three (3) days leave without loss of salary. The immediate family is defined as including mother, father, sister, brother, wife, husband, daughter, son, son-in-law, daughter-in-law or a near relative who resided in the same household or any person with whom the employe made his/her home.
SC 1154(c)	In case of death of a near relative, one (1) school day will be allowed without loss of salary the day of the funeral. A near relative is defined as a grandmother, grandfather, brother-in-law, sister-in-law, first cousin, uncle, aunt, niece or nephew.
School Code 1154	