

ABSENCE WITHOUT PAY

Absence without pay may be authorized by the superintendent and principal for purposes considered urgent, necessary, or unique. For such absences, deductions from the employee's salary will be made in accordance with the school district's pay deduction regulations.

An involuntary absence where prior notice was not possible may be excused by the superintendent. The employee shall make application as soon as possible to request approval for such absence.

Other absences than those herein provided for, or failure to follow the foregoing regulations, may be deemed to be neglect of duty and may be sufficient grounds for dismissal.

Cross References:

Legal References: Chapter 20 Section 91B.1; 279.12

Approved April 11, 2012

Reviewed _____

Revised _____