

# Policy

Glen Ridge Board of

## Education

### 4436 PERSONAL LEAVE

The Board of Education will provide for an employee's compensated absence for reason of personal necessity not covered by the terms of a negotiated agreement or individual contract with the Board.

The Board reserves the right to determine the reasons for which personal leave will be granted, the number of days that may be used in any one school year for personal leave, and the manner of proof of personal necessity.

Personal leave may be taken for the serious illness, disability, wedding, or death of the employee's spouse, child, parent(s) or legal guardian(s), sibling, in fact or in law; the employee's court appearance as a litigant; the employee's wedding; the employee's observance of a religious holiday and such other good cause as may be determined by the Superintendent.

In no case shall personal leave be taken to extend a school holiday, vacation, or religious holiday or social or avocational reasons.

N.J.S.A. 18A:30-7

Adopted: 25 November 2002