


ARTICLE XIII: LEAVE OF ABSENCE

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J. Bereavement Leave

A full-time employee who has completed the probationary period may apply for up to (2) two days paid bereavement leave in the event of a death in his/her immediate family to make funeral arrangements and to attend the funeral. Immediate family is defined as a spouse, parent, grandparent, sibling, child, stepchild, or grandchild father, grandfather, mother, grandmother, son, grandson, daughter, granddaughter, brother, sister, uncle, aunt, nephew, niece, husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, step grandparent, half-brother, or half-sister. An employee may apply for a maximum of four (4) paid bereavement leave per fiscal year. Bereavement is not accumulative. Employees will not be paid bereavement for days not scheduled to work. Employees are required to provide a copy of the obituary or other satisfactory document to be attached to the leave request.

Handwritten notes and signature:
TAd
1/17/24

M. Dupka

TAd
1/17/24
M. Wypka

ARTICLE XIII: LEAVE OF ABSENCE

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2 G. SREA Leave

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- 4 ~~1. The Santa Rosa Education Association president or his/ her designee may be given~~
- 5 ~~temporary duty to attend School Board meetings.~~
- 6 ~~2. The Association president or his/her designee shall be allowed a maximum of 30 days~~
- 7 ~~of temporary duty in any school year to engage in Association activities subject to~~
- 8 ~~the following conditions. Temporary duty used for this purpose may be used as~~
- 9 ~~whole or partial days.~~
- 10 ~~_____ (1) The Association shall pay the cost of the substitute.~~
- 11 ~~_____ (2) The maximum number of days allowed for any one person shall be _____~~
- 12 ~~_____ 15. The total number of leave days for the Association shall not~~
- 13 ~~exceed 30 days.~~
- 14 ~~_____ (3) The minimum time of any leave request shall be 3.75 hours.~~
- 15 ~~_____ (4) No single class can be missed more than 15 times in any school year.~~

16
17 --OR--

- 18
- 19 1. The Association president or his/her designee shall be allowed a maximum of 30 36
- 20 days of temporary duty in any school year to engage in Association activities
- 21 subject to the following conditions. Temporary duty used for this purpose may be
- 22 used as whole or partial days.
- 23 (1) The Association shall pay reimburse the total cost of the substitute
- 24 absence.
- 25 (2) The maximum number of days allowed for any one person shall be
- 26 15. The total number of leave days for the Association shall not
- 27 exceed 30 36 days.
- 28 (3) The minimum time of any leave request shall be 3.75 hours.
- 29 (4) No single class can be missed more than 15 times in any school year.
- 30
- 31 ~~2. Representatives of Santa Rosa Education Association, not to exceed two (2) from any~~
- 32 ~~one school; not to exceed seventeen (17) in the district; not to exceed three (3)~~
- 33 ~~successive days, excluding travel time; not to exceed six (6) days per school year~~
- 34 ~~for any one employee, excluding travel time; may be granted temporary duty for~~
- 35 ~~attending activities benefiting the Santa Rosa County School System, if approved~~
- 36 ~~by the Superintendent; and provided that the Association pay the cost of~~
- 37 ~~substitutes if they are required.~~
- 38 ~~3. Duly certified representatives of the Association, not to exceed ten (10) percent of~~
- 39 ~~Association members per school or five (5) percent for the district, may be granted~~
- 40 ~~temporary duty, without travel or per diem expenses, up to two (2) days, excluding~~
- 41 ~~travel time, to attend the annual Association state meeting. It shall be the~~
- 42 ~~responsibility of the Association president to present a certified list of representatives~~
- 43 ~~to the Superintendent or his/her designee ten (10) days prior to the effective date of~~
- 44 ~~leave for approval.~~