

# SOUTHERN FULTON SCHOOL DISTRICT

SECTION: SUPPORT EMPLOYEES

TITLE: UNCOMPENSATED LEAVE

ADOPTED: July 20, 1999

REVISED: May 17, 2011

<p>1. Authority</p> <p>SC 510</p> <p>2. Guidelines</p>	<p style="text-align: center;">539. UNCOMPENSATED LEAVE</p> <p>The Board recognizes that in certain instances an employee may request extended leave for personal reasons, and the district could benefit from the return of said employee.</p> <p>The Board reserves the right to specify the conditions under which uncompensated leave may be taken.</p> <p><u>Application</u></p> <p>Requests for uncompensated leave shall be made to the Superintendent in advance of the requested beginning date. Special consideration may be given to emergencies.</p> <p>All applications are subject to final approval by the Board.</p> <p><u>Period Of Leave</u></p> <p>An uncompensated leave may be granted for a period of one (1) semester or one (1) school year. Extensions shall be considered upon proper application.</p> <p><u>Commitment Of Employee</u></p> <p>The employee granted an uncompensated leave of absence shall inform the Board of his/her intentions within ninety (90) days of the scheduled return date.</p> <p>If notification is not received, it shall be assumed that the employee has terminated employment with the district.</p> <p><u>Commitment Of Employer</u></p> <p>At the expiration of uncompensated leave, the employee shall be offered the same position previously held or a like position to that previously held.</p>
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