

## CHAPTER 6.00 – HUMAN RESOURCES

### APPROVAL OF LEAVES

6.211\*

All requests for leave shall be submitted on the proper form and shall be approved either by the School Board or the Superintendent as provided herein.

- I. The following types of leave require approval of the School Board:
  - A. Extended Health Leave or Disability Leave including Maternity Leave
  - B. Military Leave in excess of seventeen (17) days
  - C. Personal Leave in excess of six (6) days
  - D. Illness-or-Injury-in-Line-of-Duty Leave
  - E. Leave to seek political office
  - F. Professional Leave in excess of six (6) days
  - G. Sabbatical Leave
  - H. Family and Medical Leave
  
- II. The Superintendent is authorized to grant the following types of leave:
  - A. Sick Leave
  - B. Personal Leave not in excess of six (6) days
  - C. Annual Leave
  - D. Professional Leave not to exceed six (6) days
  - E. Jury Duty assignment
  - F. Military Leave not to exceed seventeen (17) days
  - G. Witness Duty absence
  - H. Temporary Duty

**CHAPTER 6.00 – HUMAN RESOURCES**

**STATUTORY AUTHORITY:** 1001.41, 1012.22, 1012.23, F.S.

**LAW(S) IMPLEMENTED:** 1001.43, 1012.22, 1012.61,  
1012.63, 1012.64, 1012.66, F.S.

**STATE BOARD OF EDUCATION RULE(S):** 6A-1.080, 6A-1.081, 6A-1.082

**HISTORY:** ADOPTED: \_\_\_\_\_  
REVISION DATE(S): \_\_\_\_\_  
FORMERLY: