

ADMINISTRATIVE REGULATIONS FOR POLITICAL LEAVE

Request for political leave should be directed to one's administrative supervisor. This supervisor will review the request, make a recommendation and forward the request to the Superintendent. The supervisor's recommendation must include a statement about the availability and quality of a substitute. The Superintendent will make his or her recommendation and share that recommendation with the School Board for final approval or denial of an initial request.

After a political leave has been granted by the School Board, the Superintendent shall authorize continuation of political leave as long as the general context of the political service provided does not change. In other words, the first time an employee requests political leave, the ultimate decision will be made by the School Board. Reoccurring political leave related to the same employee and the same political responsibility will be made by the Superintendent.

From time to time a legislator/teacher may desire to attend interim committee meetings or activities. If the legislator/teacher has used all of his/her personal leave, leave may be granted by the Superintendent. If the leave is granted, the legislature/teacher will pay the cost of the substitute teacher but not have salary deducted for that leave. The decision of the Superintendent is final.