

# Board Policy

Code No. 414.8

## CLASSIFIED EMPLOYEE UNPAID LEAVE

Where all existing leave has been used or that leave is not appropriate to the situation, an employee, may, upon application to and approval by the Superintendent or the Superintendent's designee, be granted compassion leave, i.e., when a unique relationship or care-giving responsibility exists (which would not be precedent setting, would not be subject to grievance and would occur with no loss of seniority or experience previously established).

When an Employee has a domestic partner, the Superintendent or Superintendent's designee may provide the Employee the leave allowed for a spouse.

*Legal Reference:* Iowa Code §§ 20.9; 279.8 (2009).

*Cross Reference:* 414 Classified Employee Vacations and Leaves of Absence

*Approved:* February 2, 1998

*Reapproved:* February 20, 2001  
February 17, 2004  
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