

## PROFESSIONAL STAFF LEAVES AND ABSENCES

The **Augusta Board of Education** believes that the provision of leaves helps to attract and retain faculty who will continue to grow professionally, maintain their physical health, and have a feeling of security. This is done by:

1. Providing the employee with an opportunity for continued professional growth.
2. Encouraging the employee to take the necessary time to recuperate from illnesses.
3. Providing the employee with sick leave in the event of illness or accident.
4. Providing a way for the employee to arrange for absence in the event of an emergency.
5. Cooperating with the employee in arranging time for the performance of certain obligations, or for other personal purposes, that can be accomplished only during school time.

Paid leave and extended leaves of absence, with or without pay or partial pay, shall be granted the professional staff in accordance with board policy and contract items pertaining to specific types of leave.

Additionally, the superintendent, with the concurrence of the board, may grant leave to any teacher for purposes of in-service training.

When employees are absent beyond the number of leave days they are entitled to, or when they are absent without valid reason, a deduction in salary shall be made, unless the superintendent, with the approval of the board, determines otherwise.

Current practice codified 1975

Adopted: date of manual adoption

Revised: \_\_\_\_\_

~~LEGAL REF: M.R.S.A. 20:473(9) and (10)~~

~~CROSS REF: HH C, Privileges of Staff Negotiating Organizations  
Department of Public Schools, Augusta, Maine~~