

Book	Policy Manual
Section	300 Employees
Title	Personal Necessity Leave
Code	336
Status	Active
Adopted	June 1, 2022

Authority

This policy shall provide for absences for defined personal necessity leave by administrative, professional, project staff and support employees.

The Joint Operating Committee has the authority to specify reasonable conditions under which personal necessity leave may be granted, the type of situations in which such leave will be permitted, and the total number of days that may be used by an employee in any school year for such leave.[\[1\]](#)[\[2\]](#)

Guidelines

Personal Leave

Personal leave days with pay shall be granted to employees in accordance with applicable provisions of the compensation plan, individual contract, collective bargaining agreement or Joint Operating Committee resolution.

Bereavement Leave

Bereavement leave with pay shall be granted to employees in accordance with law, applicable provisions of the compensation plan, individual contract, collective bargaining agreement or Joint Operating Committee resolution.[\[1\]](#)

Legal	1. 24 P.S. 1154
	2. 24 P.S. 1850.1