

HUMAN RESOURCES**Leaves of Absence**

Consistent with the law, the superintendent may grant leaves for non-represented employees for the following reasons:

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| 1. Bereavement Leave | Board Policy 5320.1 |
| 2. Illness, Injury and Emergency Leave | Board Policy 5320.2 |
| 3. Religious Leave | Board Policy 5320.3 |
| 4. Leave for Attendance at Meetings and Conferences | Board Policy 5320.4 |
| 5. Jury Duty and Subpoena Leave | Board Policy 5320.5 |
| 6. Military Leave | Board Policy 5320.6 |
| 7. Sabbatical Leave | Board Policy 5320.7 |
| 8. Leaves of Absence without Pay | Board Policy 5320.8 |
| 9. Family, Medical, and Maternity Leave | Board Policy 5320.9
Procedure 5320.9P |

Leaves of absence for all represented employees are governed by provisions of the applicable collective bargaining agreements.

Cross reference: [Procedure 5320P](#)

Leaves of Absence

Legal reference: [RCW 1.16.050](#)

[RCW 28A.400.300](#)

"Legal holidays" and "legislatively recognized days"—Unpaid holidays for employees with appointments or contracts of less than twelve consecutive months
Hiring and discharging of employees—
Written leave policies—Seniority and leave benefits of employees transferring between school districts and other educational employers

Adopted: April 22, 1991
Revised: November 21, 1994
Updated: March 2001
Updated: June 2005
Updated: February 2012
Updated: March 2017
Updated: December 2019
Updated: November 2020
Revised: September 12, 2023