

Board Policy 7340

Leaves of Absence

The Superintendent/President shall establish procedures for employee leaves as authorized by law and by any collective bargaining agreements entered into by the District. Such leaves shall include, but are not limited to:

1. Illness leaves for regular employees including the care of family members.
2. Vacation leave.
3. Leave for service as an elected official of a community college district, public employee organization, or any statewide or national employee organizations with which the local organization is affiliated.
4. Leave of absence to serve as an elected member of the legislature.
5. Pregnancy leave.
6. Use of illness leave for personal necessity.
7. Industrial accident or industrial injury leave.
8. Bereavement leave.
9. Jury service or appearance as a witness to court.
10. Military service leave.
11. Sabbatical leave.

Vacation balances in excess of 30 days as of fiscal year end (June 30) must be used prior to calendar year end (December 31). Vacation days earned from July through December shall not be included in the 30-day limitation from the prior fiscal year. In addition to these policies and collective bargaining agreements, the Board retains the power to grant leaves with or without pay for the other purposes or for other periods of time, including extended disability leave and family care leave.

Reference:

Education Codes Sections 87763 et seq. and 88190 et seq.

Education Code Sections 87036, 87037, 87700, 87701, 87766, 87768.5, 87784, 88193, 88207, 88210

Government Code Section 12945

Replaces Board Policies 4231, 4234, 4240, 4241, 4243, 4244, 4245, 4247, 4248, 4321, 4323, 4324 (These policies will be continued as administrative procedures.)

El Camino College

Adopted: 6/21/04