

## **PERSONNEL SERVICES**

## **Policy 4310**

### **Absences, Leave and Vacation**

#### **General Attendance**

Regular attendance is essential in providing District students with a high quality of instruction. Eligible certificated staff will have available 14 days of person leave per school year cumulative to 60 days. Eligible 12 month support employees have available 12 days of personal leave per year cumulative to 30 days. Nine month support employees have available 10 days of personal leave per year cumulative to 30 days.