

ANNE ARUNDEL COUNTY BOARD OF EDUCATION

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Responsible Office: DIVISION OF HUMAN RESOURCES

EMPLOYEE LEAVE

A. PURPOSE

To establish a policy which authorizes the establishment of regulations and procedures to address the various forms of leave and leaves of absence provided to Anne Arundel County Public Schools (AACPS) employees.

B. ISSUE

It is essential that employee absences through the use of leave and leaves of absence are managed and monitored appropriately to ensure continuity of instruction and business operations. To provide for such management and monitoring, an all-inclusive leave policy and associated regulations are necessary.

C. POSITION

The Board of Education of Anne Arundel County recognizes the following leave types as applicable to eligible AACPS employees:

- 1. Absence Without Authorization Leave;
- 2. Administrative Leave:
- 3. Annual Leave and Personal Business Leave;
- 4. Assault Leave and Intervention Leave;
- 5. Authorized Leave Without Pay;
- 6. Bereavement Leave;
- 7. Compensatory Leave;
- 8. Court Leave;

- 9. Extended Professional Development Leave;
- 10. Family and Medical Leave Act Leave;
- 11. Leave of Absence Without Pay;
- 12. Meeting Leave;
- 13. Military Leave;
- 14. Religious Observance Leave
- 15. Sabbatical Leave;
- 16. Sick Leave
- 17. Sick Leave Bank Leave
- 18. Sick and Safe Leave for Permanent and Temporary Employees; and
- 19. Worker's Compensation Leave.

D. IMPLEMENTATION

The Superintendent is authorized to develop regulations to implement this policy.

Policy History: Adopted on 07/09/14; Revised 01/22/20

Note Previous Policy History: Rescinding policy GADD, GAW, GBT, GAR, GCJ