

### LEAVES OF ABSENCE

All leaves of absence, except as otherwise herein provided, shall be without pay. Except as otherwise required by law, no benefits will be provided during a leave of absence.

Employees may be required to provide a physician's certificate, where appropriate, in support of a request for a leave of absence. If an employee wishes to return to work early from a leave of absence, the Board will consider whether an early return would result in an undue hardship (e.g. if the employment of a temporary employee must be continued). Where the early return will not result in undue hardship, the employee will be allowed to return to work early.

Whenever any leave of absence is requested for a condition or disability which has been voluntarily incurred or self-imposed, except disability leave due to pregnancy, such leave of absence, if approved, shall not be chargeable to sick leave. Neither shall the Board of Education be required to make any payments on account of condition or disability unless payments are payable under the provisions of any policy or policies of insurance in effect, in which event, the provisions of such policy or policies shall govern.

Leaves of absence will not be granted for the purpose of moving to be with a spouse who has relocated.

Legal Reference:            N.J.S.A. 18A:30-1 et seq.  
                                     N.J.S.A. 43:21-25 et seq.

Cross Reference:            Policy Guide No. 4151.3  
                                     Policy Guide No. R4151.3

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