

PERSONNEL SERVICES

Policy 4314

Absences, Leave and Vacation

Personal Leave- Support Staff

A maximum of one day of personal leave shall be available to non-certified personnel each year. The unused personal day does not accumulate. Said personal day, if used, shall be deducted from the employee's sick leave.

Adopted: August 15, 1991

Ref: Missouri School Board Association Policy Manual-File GCBDA

Legal Ref: Section 168.122 RSMo