



**Section:** *Professional Employees*

**Title:** *Military Leave of Absence*

**Adopted:** *5.15.03*

**Revised:**

**440** *Military Leave of Absence*

**Introduction/  
Purpose**

*Pursuant to federal law, state law, and school code, the School District shall provide eligible employees with leaves of absence for military training or active duty in the military service.*

**Authority**

*Leaves of absence for military or reserve duty shall be granted to full-time regular and part-time regular employees pursuant to federal and state law. Employees called to active military service or to Reserve or National Guard training, or employees volunteering for the same, must notify as soon as is practicable of such military duty or training and must submit to the School District copies of all accompanying military orders.*

*All rights and privileges regarding salary, benefits, status and seniority shall be reserved to such employee as if he/she continued in the service of the District. Such employee shall agree, in writing, to return to the District for a period of not less than one (1) year upon termination of such leave.*

**Guidelines**

*The District will administer all aspects of leaves of absences for military or reserve duty in accordance with applicable laws or contracts whichever is more favorable.*

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