

1.0 Authorization for Leave (Education Code §§ 87764, 87780, 87786, and 88195)

- 1.1 Management personnel may be granted long-term personal necessity leaves without pay upon the recommendation of the Chancellor and approval by the Board.
- 1.2 The provisions of this section shall not restrict the power of the Board to terminate the employment or request the resignation of an employee rather than grant such a leave.

2.0 Long-Term Health Leave

- 1.3 A management employee who has used all accrued sick leave, vacation and other paid leave, may be granted a long-term health leave for a maximum of six (6) months because of accident or illness.
 - 1.3.1 The employee may be granted two (2) additional six-month extensions of the leave. Extensions will be considered only upon the written verification of need by the attending physician, the recommendation of the Chancellor and the approval of the Board.
 - 1.3.2 If an employee's absence, without written request for the leave, lasts longer or is anticipated to last longer than twenty-two (22) continuous working days beyond the paid sick leave, the Board may place the employee on a long-term health leave without pay. The effective dates of the leave shall be determined by the Board but shall not exceed six (6) calendar months from the first day of employee absence.

3.0 Long-Term Child Care Leave

- 1.4 A management employee who has used all accrued vacation leave may be granted a long-term leave for a maximum of one (1) year for child care or foster child care purposes following the birth or adoption of a child.

4.0 Long-Term Personal Leave

- 1.5 A management employee who has used all accrued vacation leave may be granted a long-term personal leave for a specified period of time not to exceed one (1) year because of pressing personal reasons.

5.0 Reinstatement After Leave

- 1.6 An employee, upon ability to resume the duties of a position within the class previously assigned, may do so at any time during the leave.
- 1.7 Time on leave shall not be considered a break in service.

LRCCD

Policy Adopted: 1/4/78
Policy Revised: 2/18/81; 6/16/82; 12/9/98
Policy Reviewed:
Adm. Regulation [R-9234](#)