



Administrative Regulation 4150

ABSENCES AND LEAVES

Responsible Office: Office of Human Resources

REGULATION

1. Sick Leave. See the Professional Negotiation Agreements between the Washoe County School District and the Washoe Education Association and the Washoe School Principals' Association.
2. Bereavement Leave. See the Professional Negotiation Agreements between the Washoe County School District and the Washoe Education Association and the Washoe School Principals' Association.
3. Leave for Surgical Operations. See the Professional Negotiation Agreements between the Washoe County School District and the Washoe Education Association and the Washoe School Principals' Association.
4. Family Illness. See the Professional Negotiation Agreements between the Washoe County School District and the Washoe Education Association and the Washoe School Principals' Association.
5. Physician's Certificate Required. See the Professional Negotiation Agreements between the Washoe County School District and the Washoe Education Association and the Washoe School Principals' Association.
6. Community Service Leave. See the Professional Negotiation Agreements between the Washoe County School District and the Washoe Education Association and the Washoe School Principals' Association.
7. Military Leave. See the Professional Negotiation Agreements between the Washoe County School District and the Washoe Education Association and the Washoe School Principals' Association.
8. Leave for Unforeseen Circumstances. See the Professional Negotiation Agreements between the Washoe County School District and the Washoe Education Association.
9. Professional Leave. See the Professional Negotiation Agreements between the Washoe County School District and the Washoe Education Association and the Washoe School Principals' Association.
10. Washoe County Teachers Association President's Leave. See the Professional Negotiation Agreements between the Washoe County School District and the Washoe Education Association.
11. Leaves for Officers of State Education Associations. With the approval of the Superintendent, time will be granted for the officers to perform the duties

involved for the State Education Associations upon satisfactory arrangement for substitute teachers with no cost to the school district.

12. School Business. If a teacher is required by the school district to be away from his or her regular duty on school business such as trips with teams, music festivals, etc., he or she will not be counted absent and no payroll deduction will be made.
13. Leave of Absence Without Pay. A teacher who is on approved leave of absence may request an extension of such leave in accordance with the procedures as set forth in Article 22, Professional Negotiation Agreement between the Washoe County School District and the Washoe Education Association. An extension of such leave will be limited to one (1) renewal of not more than twelve (12) months. If the requested extension of a leave of absence causes the teacher to be away from school district employment for a period of more than twenty-four (24) months, the teacher's extended leave of absence shall constitute voluntary tender of his or her resignation and upon acceptance of same by the Board of Trustees, shall terminate his or her position as licensed teacher of the Washoe County School District.
14. Personal Business. See the Professional Negotiation Agreement between the Washoe County School District and the Washoe Education Association.
15. Family and Medical Leave - See Administrative Regulation 4150.1.

LEGAL REQUIREMENTS & ASSOCIATED DOCUMENTS

1. This regulation reflects the goals of the District's Strategic Plan and aligns/complies with the governing documents of the District, to include:
 - a. Board Policy 4105, Employment Practices
2. This regulation complies with Nevada state laws and regulations.

REVIEW HISTORY

Date	Revision	Modification
4/11/1967	1.0	Adopted
1/13/1970	2.0	Revised
11/22/1976	3.0	Revised
10/27/1992	4.0	Revised
2/28/1995	5.0	Revised
7/14/1998	6.0	Revised
4/13/1999	7.0	Revised