

SAYDEL COMMUNITY SCHOOL DISTRICT

CLASSIFIED EMPLOYEE BEREAVEMENT LEAVE

In the event of a death of a member of a classified employee's immediate family, bereavement leave may be granted. Bereavement leave granted may be for a maximum of five days, with "day" being defined as one work day regardless of full-time or part-time status of the employee, per occurrence, for the death of a member of the immediate family. The immediate family includes child, spouse, parent, brother, sister, grandchild, mother-in-law, or father-in-law. Employees will be allowed a total of three days per occurrence for the death of a son-in-law, daughter-in-law, sister-in-law, brother-in-law, or grandparent.

No more than two (2) days of bereavement leave per year will be granted for the death of a close friend or other relative not listed above.

It will be within the discretion of the Superintendent to determine the number of bereavement leave days to be granted.

Legal Reference: Iowa Code 20.9; 279.8 (1995).

Cross Reference: 414.1 Classified Employee Vacations and Leaves of Absence

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