

CLASSIFIED EMPLOYEE EXTENDED ILLNESS LEAVE

Classified employees advised of a health condition which may require absence for more than five days, shall inform the superintendent upon learning of the condition to allow arrangements to be made for an effective transition of responsibilities with “day” being defined as one work day regardless of full-time or part-time status of the employee.

Evidence may be required about the mental or physical status of the classified employee to confirm the employee’s illness, the need for an extended illness leave of absence, and the ability of the employee to continue work until the date on which the employee goes on leave.

Employees on extended sick leave should report for work as soon as they are capable of performing their duties. Upon returning to work, the employee must present medical evidence that the employee is physically capable of returning to and performing the duties required at work. At any time the school district may require additional statements from the classified employee’s physician or other evidence the board deems necessary.

Pay provisions for extended illness leave will be coordinated with sick leave. If the illness extends beyond the employee’s accumulated sick leave, the employee may request a leave of absence without pay. It will be within the discretion of the board or superintendent to determine the type and amount of evidence necessary.

Legal Reference: Iowa Code §§ 20; 85.33, .34, .38(3); 216; 279.40 (2013).

Cross Reference: 409.4 Employee Family and Medical Leave

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