

1 Joint School District No. 2, Meridian
2 Meridian Technical Charter High School, Inc. has adopted West Ada's (Joint School District No. 2) policy.
3 STAFF PERSONNEL

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5 Series 400

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7 Policy Title Leave of Absence Without Pay Code No. 403.12

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10 LEGISLATIVE LEAVE

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12 Any employee may request a leave of absence for the purpose of serving in the State
13 Legislature.

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15 CERTIFIED:

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17 Certified employees granted legislative leave will have their salaries reduced by 50% of
18 their daily rate of pay based on the number of days on leave. The maximum total
19 deduction will not exceed the annual salary paid to legislators.

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21 While on legislative leave, the individual will continue the oversight of their contractual
22 responsibilities as determined by his/her supervisor. For example, a teacher's
23 responsibilities may include:

- 24 1. student achievement
25 2. the development of daily lesson plans
26 3. meeting with the substitute on a weekly basis
27 4. the calculation and reporting of student grades
28 5. communication with parents

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30 ADMINISTRATIVE

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32 Administrators granted legislative leave will have their salaries reduced equal to the
33 gross amount of the annual salary paid to legislators.

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35 While on legislative leave, the administrator will continue to maintain full responsibility for
36 their administrative position. Daily contact at the individual's work location must be
37 maintained. Appointments and meetings that are critical to the administrator's position
38 must take precedence over legislative work.

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40 CLASSIFIED

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42 Classified employees will not receive pay during legislative leave. The district will
43 continue to pay benefits while on legislative leave.

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45 MILITARY LEAVE

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47 The Uniformed Services Employment and Reemployment Rights Act (USERRA) is a
48 federal law protecting the job rights of persons who leave their jobs voluntarily or
49 involuntarily to undertake military service or service in the National Disaster Medical
50 System. USERRA affects employment, reemployment, and retention in employment,
51 when employees serve or have served in the uniformed services. 38 U.S.C. § 4301-
52 4334.

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54 Employees who are members of the National Guard or other military reserve units are
55 entitled to leave without pay for the purpose of participating in training or deployment
56 activities. Written requests for military leave shall be submitted to the building principal
57 immediately after notification of status by the Guard or Reserve. In the event that district
58 daily compensation exceeds military daily compensation, the National Guard and
59 Reserve unit personnel are eligible for limited compensation to the difference between
60 the taxable income they receive from the Guard and Reserve while on approved military
61 leave and their school district pay. This compensation is limited to a maximum of three
62 (3) weeks per year. In the event that military pay exceeds district pay, the employee will
63 not receive district compensation. Military leave beyond three (3) weeks shall be leave
64 without district pay.

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70 Date of Revision:
71 2/26/2008

Legal Reference: Code of Idaho
