

**POWAY UNIFIED SCHOOL DISTRICT
BOARD POLICY**

Originator: Assoc. Superintendent, PSS

Issue No: 2

Date: 7/29/91

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ARTICLE: 4.0 PERSONNEL SUPPORT SERVICES

Reference: EC 45191, 45194; PC
65.400

4.3 CLASSIFIED PERSONNEL

SECTION 4.304 BEREAVEMENT LEAVE

Bereavement leave of absence shall be granted without loss of salary to regular classified employees for a period not to exceed three days – five days if out-of-state travel is required – upon the death of member of his/her immediate family; the definition of "immediate" shall be mother, father, spouse, son, daughter, brother, sister, mother-in-law, father-in-law, son-in-law, daughter-in-law, sister-in-law, brother-in-law, grandmother, grandfather, or grandchild of employee or spouse, or any relative residing in the employee's household. Such leave shall be for the purpose of attending memorial or burial services and arranging family or personal affairs. Individuals who are unit members shall be governed by the conditions of the collective bargaining agreement. All non-represented employees shall be governed by the language as stated in the above policy.