

**POWAY UNIFIED SCHOOL DISTRICT
BOARD POLICY**

Originator: Assoc. Superintendent, PSS

Issue No: 2

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ARTICLE: 4.0 PERSONNEL SUPPORT SERVICES

Reference: EC 45207; PC 65.600

4.3 CLASSIFIED PERSONNEL

SECTION 4.307 PERSONAL NECESSITY LEAVE

A regular classified employee may use not more than six days per fiscal year of accumulated full-salary sick leave benefits in the following cases of personal necessity or emergency:

- a. Death of a member of the immediate family.
- b. Accident involving the employee's person or property, or the person or property of his/her immediate family, of such a nature that the immediate presence of the employee is required during his/her workday.
- c. Immediate family shall include the 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.