

# Downey Unified School District

## CERTIFICATED PERSONNEL

### ABSENCES - MILITARY LEAVE

MAR 4152

The Board of Education will grant a leave of absence to permanent and probationary employees for the duration of active military service as defined in the California Education Code subject only to presentation of satisfactory evidence of physical and mental fitness to serve the District on return from military service. Such absence shall not affect in any way the classification of the employee. In the case of a probationary employee the period of such absence shall not count as a part of the service required prior to his/her classification as a permanent employee of the District, but such absence shall not be construed as a break in the continuity of the service of such employee for any purpose.

Certificated personnel who are members of the active military reserve program are encouraged to take such military training during their vacation from school assignment. Military leave for reserve training during the school year may be approved upon written request of the commanding officer to the Assistant Superintendent, Personnel Services, indicating the necessity for such training at that specified time, knowing that the welfare of students is involved.

Within six months after the employee honorably leaves such service or has been placed on inactive duty, he/she shall be entitled to return to the position held by him/her at the time of his/her entrance into such military service at the salary to which he/she would have been entitled had he/she not been absent from the service of the District.

The time spent in military service may count toward retirement under the California State Teachers Retirement System.

#### Armed Service Medical Examination

An employee may be paid for not more than two days for absence caused by written notice ordering him/her to report at a given time and place for physical examination. An employee requesting an armed service physical examination leave shall file with the Superintendent a written statement of cause indicating location, date, and time of the examination and the issuing authority.

#### Military Leave of Absence with Pay

The Board of Education authorizes the payment of compensation to all employees for the first 30 calendar days of military service providing they have served the District for at least one year. Military service may not be counted as

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ABSENCES - MILITARY LEAVE - continued

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Military Leave of Absence with Pay - continued

District service in order to meet the required one year of public service if leave is other than temporary. Leaves other than temporary shall apply to the regular Army and Navy as well as Reserves.

In all cases the pay shall not exceed 30 days in any one fiscal year.

Extension of Military Leave of Absence

The Board of Education may grant leaves of absence without pay to employees returning from military leave of absence for the following purposes:

1. Continuance of university work under the G.I. Bill of Rights.
2. Resumption of assignment at the beginning of a school year.

Approved: 6/20/77, 6/16/80