

**PARK COUNTY SCHOOL DISTRICT #6
BOARD OF EDUCATION POLICY**

CODE: GBDBG

UNPAID LEAVE OF ABSENCE: CLASSIFIED

The Board may grant a leave of absence, without pay or benefits, for a period not to exceed one (1) year.

A classified employee granted such leave shall notify the superintendent, in writing, not later than twenty (20) days before the expiration date of such leave, of the employee's intention to return to employment the next ensuing duty day after expiration of the leave or the position will be declared open.

Adopted: 6/15/82