

CODE: GCCAA

INSTRUCTIONAL STAFF LEAVES AND ABSENCES

When teachers are to be absent from school due to illness, they must notify the principal or designee in sufficient time to arrange for a substitute except in case of an emergency. Teachers will not be absent from duty (except in a case of sickness) unless permission has first been obtained from the superintendent and the principal.

Adopted: September 17, 1985

Revised: September 3, 1991

Revised: July 5, 1994