

ADMINISTRATIVE POLICY

The online version of this policy is official. Therefore, all printed versions of this document are unofficial copies.

RELEASE OF SCHOOL-LEVEL PERSONNEL OR STUDENTS DUE TO DEATH OF EMPLOYEE OR STUDENT

A substitute will be provided for two faculty representatives to be paid by the District to attend the funeral of an employee or student. The regular schedule of a school is to be followed as closely as possible under the circumstances. As a general rule, school will not be closed.

Students desiring to attend the funeral of an employee are dismissed through the usual procedure.

Implementing Procedures: None

Revision History:

<u>Date:</u>	<u>Rev.</u>	<u>Description of Revision:</u>
5/02/05		Initial Release
7/13/09		Reviewed, no changes made.
2/13/13		Reviewed, no changes made
1/13/14		Reviewed, no changes made
1/11/17		Reviewed, no changes.
11/7/17	A	Added clarification that two faculty representatives may attend funeral with pay.
4/8/19	B	Removed "CMCSS allows schools to designate two faculty representatives to attend the funeral of the employee or student". Added, "to attend the funeral of an employee or student" to the end of the first sentence. Changed title to "Release of school-level personnel or students due to death of employee or student".

***** End of Policy *****