

Employees will, with approval of the Superintendent, be allowed five (5) days per year with full pay when such absence is due to a death in the immediate family.

Immediate family shall be defined as the employee's spouse, children, parents, siblings' grandchildren, and Mother and Father-in-laws.

Other leave for bereavement beyond the definition of immediate family can be approved by the superintendent on a case by case basis.

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**LEGAL REFERENCE:**

Master HEA Agreement

ADOPTED: 9/19/77

AMENDED: 1/12/81, 2/12/90, 1/12/2009