

**SUPPORT STAFF LEAVES AND ABSENCES
(ILLNESS OF MEMBERS OF THE IMMEDIATE FAMILY)**

Class I & II Employees

The immediate family will include father, stepfather, mother, step-mother, husband, wife, brothers, stepbrothers, sisters, stepsisters, sons, stepsons, daughters, stepdaughters, grandparents, grandchildren, aunts, uncles, nieces, nephews, all of these in-laws, and permanent members of the employee's household.

Employees may utilize their personal sick leave for immediate family illness. With exception of illness regarding the employee, the employee's spouse, children, or stepchildren, the employee's personal sick leave is limited to twenty days per school contract year. The employee may use personal leave and/or leave without pay for the excess of 20 days regarding illness of other members of the immediate family.