



AP 7340 Leaves

The District recognizes several different forms of leave for employees as delineated in the collective bargaining agreements, personnel plans, employment contracts, and/or as required by statute. Employees are responsible for completing and filing appropriate leave forms. Information relative to absences and leaves, exclusive of medical information, shall be made a matter of record included in the employee's personnel file.

References: Education Code Sections 87763 et seq. and 88190 et seq.;
Government Code Section 12945.6;
Labor Code Sections 234 and 245 et seq.

Approved: 3/6/12

Revised: 3/27/26