

Parent Policy Leave

A. Employees who are parents, guardians, or those individuals specifically referred to as "immediate family" as defined in Section IV, page 6 of the Personnel Policies and Procedures which includes husband, wife, mother, father, brother, sister, son, daughter, mother- in - law, father- in - law, grandparent and grandchild may request to participate in their child (ren)=s educationally sanctioned events not to exceed four (4) hours per employee per month.

1) These four (4) hours shall not accumulate.

B. Approval to utilize the four (4) hours must be obtained from the supervisor.

1) An employee shall request his/her supervisor to utilize this leave with a minimum of twenty-four (24) hour notice.

2) The Supervisor may request verification of

a. guardianship of the child(ren) and/or

b. the attendance of the employee at their child(ren)=s educationally sanctioned event.

C. The burden shall be on the supervisor to show that a denial of the Parent Policy Leave which is based upon interference with the business of the Tribe.

D. This leave shall not be paid as over-time. The supervisor may have the option to use flex time to cover this time off to attend their child(ren)=s educationally sanctioned events.

E. All employees, except Emergency/Temporary, Youth Workers, Student Interns, and Seasonal Workers during their first season, and Substitute Reliefs are eligible to participate in this benefit.

End.

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