

Unpaid Holidays for Reason of Faith or Conscience

Each district employee may request up to two unpaid holidays per calendar year for a reason of faith or conscience or an organized activity conducted under the auspices of a religious denomination, church or religious organization. In compliance with state law, the Superintendent or designee or the employee's supervisor will grant the request(s) unless he or she determines that the employee's absence would impose an undue hardship on the district or the employee is necessary to maintain public safety.

Approval of unpaid holiday time does not constitute approval for an employee to take compensated or other types of leave in conjunction with that time. An employee must seek separate approval for compensated and other types of personnel leave consistent with applicable district policies and procedures.

Cross References: 5400 – Personnel Leaves
5401 – Sick Leave
5403 – Emergency and Discretionary Leaves
5404 – Family, Maternity and Military Caregiver Leave
5406 - Leave Sharing
5407 - Military Leave
5408 – Jury Duty and Subpoena Leave
5410 – Holidays
5411 – Staff Vacations

Legal References: RCW 1.16.050 – General definitions
RCW 43.41 – Office of Financial Management
WAC 82-56-010 - Purpose
WAC 82-56-020 – Definition of Undue Hardship
WAC 82-56-030 – Application of definition of undue hardship to request

Tonasket School District
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Classification: Essential