

Perrydale School District 21J

Code: **GAB-AR**
Adopted: 12/14/00
Readopted: 9/11/06, 4/09/07
Orig. Code(s): 1663

Staff Attendance Standards

The importance of regular attendance will be stressed with new employees as a part of the district orientation.

Regular attendance will be a factor to be considered as a part of new employee probationary evaluation and in the determination to move a new employee to contract teacher or regular employee status.

Regular attendance will be a factor to be considered as a part of each employee's annual evaluation.

Absence will be considered chronic whenever the total number of absences within a contract year (exclusive of vacation, bereavement, approved FMLA leave and time loss due to work related injury) exceed 10 days or if an unacceptable pattern of absence emerges.

Tardiness and leaving work early should be considered with absenteeism in determining unsatisfactory attendance patterns.

If such behavior occurs and cannot be corrected, the district may take disciplinary action, up to and including termination.