

## LEAVE WITHOUT PAY

### Employee's Debilitating or Life-Threatening Illness or Injury

A leave of absence, without pay, may be granted to employees of the school division who have a debilitating or life-threatening illness or injury and who are not eligible for Family and Medical Leave as described in Policy GCBE Family and Medical Leave because they have not worked for the division for 12 months or have not worked at least 1250 hours according to the Fair Labor Standards Act, 29 U.S.C. § 201 et seq.

Employees with a debilitating or life-threatening illness who are entitled to leave under this policy may take up to thirty (30) days unpaid leave during their first year of employment with the school division.

### Other Work During Leave

Employees who are on unpaid leave pursuant to this policy or any other policy, except those on leave pursuant to the Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA) (see Policy GCBE Military Leave and Benefits), may not engage in work for which they receive pay or any other type of remuneration without the prior written approval of the superintendent or superintendent's designee.

Adopted: August 21, 2006

Amended: April 28, 2014

Amended: April 15, 2019

Amended: April 15, 2024

---

Legal Ref.: 29 C.F.R. 825.216.

Code of Virginia, 1950, as amended, §§ 22.1-78, 22.1-296.

Cross Refs.: GCBD            Staff Leaves and Absences  
GCBE            Family and Medical Leave  
GCBEB        Military Leave and Benefits  
GCQA           Nonschool Employment by Staff Members