

**Category: Human Resources - 4000**

**Policy: Leave Time - 4013**

Employees must follow the ESU No. 17 handbook on acceptable leave procedures. Employees employed directly by the ESUCC are permitted leave time as decided by the Board.

The type and number of leave days for which an employee is eligible are denoted in each employee's yearly contract.

Adopted On: October 9, 2014

Reviewed On: