

<b>Section G:</b>  <b>Human Resources</b>	<b>Knox County Board of Education Policy</b>		
	<b>Legislative Leave</b>	Descriptor Term:	Descriptor Code: Issued:
			<b>G-466</b> <b>6/00</b>
		Reviewed:	Revised:
	<b>3/17</b>	<b>7/17</b>	

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Certificated employees who have been elected to state or local law-making bodies shall be granted two (2) days per month with pay while on contract for the time those law-making bodies are in official session or while attending official meetings outside the session.<sup>1</sup> Two (2) full days will be granted for the time those law-making bodies are in session: one day will be allowed for committee meetings and one day for full commission sessions. Employees shall not take half-day leave increments (personal or administrative) to avoid difficulty in obtaining classroom substitutes. Day not used in a given month cannot be carried over to the following month.

In addition, certificated employees shall be granted leave to serve on any board or commission of the state when the appointment is made by the Governor or General Assembly. Such leave shall not be counted against any other accumulated leave credits. The employee shall notify the principal or supervisor at least five (5) days prior to leave being taken.<sup>2</sup>

Legal References:

- 1. TCA § 49-5-702; TCA § 49-5-713.
- 2. TCA § 49-5-205.

Approved as to Legal Form 6/19/2017  
By Knox County Law Director  
*/Gary T. Dupler/Deputy Law Director*