

## GREENBURGH ELEVEN UFSD

### POLICY #9420.11

#### STAFF ATTENDANCE

The academic and emotional needs of our students can best be met by a caring, competent staff that arrive at work in a timely fashion and attend work regularly. An effective educational system can be maintained and improved only if the staff maintains a high level of daily attendance.

The District believes that its staff members care about their students. The District's concern is that repeated or continuing absences, even if due to a legitimate condition, limit the effectiveness and competence of individual staff, disrupt and impair the educational and therapeutic goals of our students, and unnecessarily increase the District's expenses.

Attendance may be considered when evaluating an employee's job performance. Excessive absences, even when for a legitimate reason such as a work-related injury, can result in disciplinary action, including dismissal. Sick leave days are provided for use when a staff member is actually sick and the District does not expect unreasonable numbers of these days to be used each year. It is the District's expectation that sick days will be accumulated in each staff member's sick bank like a self-insurance policy for use in case of a serious medically-necessary long-term absence.

Consistent with this policy, the Superintendent of Schools shall issue Staff Attendance Standards to provide further guidance to staff.

#### References:

N.Y. Ed. Law § 3020-a; Civil Service Law § 75; *Duncan v. N.Y. State Developmental Center*, 63 N.Y.2d 128 (1984); *Appeal of Bd. of Educ. of Beacon City School Dist.*, 34 Ed. Dept. Rep. 190, Decision No. 13,278 (1994).

Readopted: July 24, 1995

Revised and Readopted: June 10, 2015

Readopted: July 9, 2015