

## **General Personnel**

### **Religious Holidays**

~~Supervisors~~The Superintendent shall grant an ~~employee's~~employee's request for time off to observe a religious holiday if the employee gives at least five ~~(5) work days~~days prior notice and the absence does not cause an undue hardship.-

Employees may use earned vacation time~~;~~ or personal leave to make up the absence, provided such time is consistent with the District's operational needs. -A per diem deduction may also be requested by the employee.

LEGAL REF.: Religious Freedom Restoration Act, 775 ILCS 35/15.  
—~~Illinois~~ Human Rights Act, 775 ILCS 5/2-101 and 5/2-102.

ADOPTED: November 6, 2001

AMENDED: August 20, 2012