

**CLASSIFIED EMPLOYEE MILITARY SERVICE LEAVE**

The Board recognizes classified employees may be called to participate in the armed forces, including the National Guard. If a classified employee is called to serve in the armed forces, the employee shall have a leave of absence for military service until the military service is completed.

Upon completion of the military service, the individual is entitled to reinstatement at the same salary s/he would have received had s/he not taken such leave, but subject to the following conditions:

1. The position was not abolished;
2. S/he is physically and mentally capable of performing the duties of the position;
3. S/he makes written application for reinstatement to the Superintendent of Schools within 90 days after termination of military service; and,
4. S/he submits an honorable discharge from the military service.

Those individuals called to military service shall not be caused to suffer a loss in pay for the first thirty days of such a leave. If the individual's military pay is less than his/her school pay, the district will make up the difference between the two pay rates provided the individual submits appropriate documentation.

A leave of absence may be granted for reservists for training purposes, but not for a period exceeding a total of 30 days in any calendar year. Those individuals engaged in reservist training shall not be caused to suffer a loss in pay for the first thirty days of such a leave. If the individual's military pay is less than his/her school pay, the district will make up the difference between the two pay rates provided the individual submits appropriate documentation.

Employees are expected to take such training during times when the schools are not in session whenever possible.

LEGAL REFERENCE: Code of Iowa, §§ 20; 29A.28; 70.1-70.8

DATE OF ADOPTION: January 14, 1981

DATE OF REVIEW: January 21, 2008

DATE OF REVISION: January 13, 1993

MAQUOKETA VALLEY COMMUNITY SCHOOL DISTRICT  
DELHI, IOWA 52223