



GLENN COUNTY PERSONNEL DEPARTMENT

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Glenn County Family School Partnership Leave

Overview: Glenn County grants employees time off from work to participate in their children's school or child care activities pursuant to the Family School Partnership Act.

Applicable to: Employees who are parents, grandparents, and guardians who have custody of a child enrolled in a California public or private school, kindergarten through grade twelve or a licensed child day care facility.

Family School Partnership Leave: An employee who is a parent, guardian, or grandparent and who has custody of a child enrolled in a California public or private school, kindergarten through grade twelve, or licensed child day care facility may take off up to 40 hours each year (8 hours in a month) to participate in his/her child's school or child care activities.

Employees should use vacation accruals or comp time to account for the time used participating in their child's school or child care activities.

Acceptable Activities: Under the law, any activity that is sponsored, supervised, or approved by the school, school board, or child care facility is acceptable. Examples might be volunteering in the child's classroom; participating in parent-teacher conferences, Back-to-School Night, Open House, field trips, or extracurricular sporting events sponsored by the school, school board, or child care facility; and assisting in community service learning activities.

Procedure: An employee should let his/her Supervisor/Department Head or designee know in advance that he/she would like to take time off to participate in activities at their child's school or child care facility. The employer may request written proof of participation.

Supervisor/Department Head: The Supervisor/Department Head or designee will track each employee's Family School Partnership Leave.

The provision of this Personnel Rule shall not supersede any state law, federal law or current collective bargaining agreement between an employee organization and Glenn County.