



<p>CHAPTER 2</p> <p>College Personnel – Personnel General</p>	<p>SECTION NO.</p> <p>2.13</p>
<p>REFERENCE</p> <p>2.13.19.07 School Visitation Leave</p>	<p><i>Adopted: October 12, 2010</i></p> <p><i>Reviewed: September 14, 2010</i></p> <p><i>Revised:</i></p>

In compliance with the State of Illinois School *Visitation Rights Act*, Kishwaukee College provides unpaid leave time for employees who are parents or legal guardians to attend necessary education or behavioral conferences at the school(s) their children attend.

Employees must have exhausted all accrued vacation, personal leave and compensatory (comp) time before being eligible for school visitation leave as it is defined in the Act.

Kishwaukee College will grant up to a total of eight (8) hours of unpaid leave during any school year for employees to attend education or behavioral conferences at their children’s school(s), if these functions cannot be scheduled during non-working hours.