

December 11, 2019

**AMEND BOARD RULE 4-14(b) ON AN INTERIM BASIS  
WITH RESPECT TO BEREAVEMENT LEAVES**

**THE CHIEF EXECUTIVE OFFICER RECOMMENDS THE FOLLOWING:**

That the Board hereby amend Board Rule 4-14(b) as set forth below on an interim basis and determine any permanent change after the public comment period. This change will implement a provision of the 2019-2024 Collective Bargaining Agreement with the Chicago Teachers Union.

**Sec. 4-14. Other Leaves with Pay.**

Except as otherwise provided in this Rule, the Chief Executive Officer, or his/her designee, may grant leaves with pay to eligible employees, as set forth in this Rule. The Chief Executive Officer or his/her designee shall establish procedures for applying for paid leaves under this Rule, which may include additional procedural eligibility criteria. Employees granted leaves under this Rule shall continue to be eligible to participate in employee health and dental benefit plans, provided that they pay any required employee premium contributions to maintain those benefits. Nothing in this Rule shall be construed to grant a contract principal a leave of absence beyond the termination date of the contract principal's contract, or to extend the termination date of the principal's contract.

\*\*\*

b. *Bereavement Leave.* The Chief Executive Officer or his/her designee shall grant employees, other than substitute teachers, and part-time/seasonal employee, paid bereavement leaves, as follows:

1. A leave not to exceed ten (10) ~~week days~~ weekdays, including holidays and layoff days, at the death of the eligible employee's parent, parent-in-law, domestic or civil partner's parent, spouse, domestic partner, grandparent, child, brother, or sister of the employee, or stepparent married to a parent of the employee, provided that the last five (5) days of such a leave shall be applied against the employees' sick leave bank; and

2. A leave not to exceed five (5) weekdays, including holidays and layoff days, at the death of the eligible employee's grandchild, ~~father-in-law, mother-in-law,~~ brother-in-law, sister-in-law, son-in-law, daughter-in-law, nephew, niece, uncle, aunt, or first cousin of the employee, provided that all days of such leave shall be applied against the employee's sick leave bank.

3. Bereavement days may be taken non-consecutively provided that they are taken in no more than two installments within one month of the date of death.

\*\*\*

**Approved for Consideration:**

  
Matthew Lyons  
Chief Talent Officer

**Approved for Consideration:**

  
LaTanya D. McDade  
Chief Education Officer

**Approved:**

  
Janice K. Jackson  
Chief Executive Officer

**Approved as to Legal Form:**

  
Joseph T. Moriarty  
General Counsel