

**INSTRUCTIONAL STAFF PERSONAL/ EMERGENCY/ LEGAL/  
RELIGIOUS LEAVE**

**FILE: GCCAB**

**TITLE: Discretionary Emergency Leave**

**POLICY:**

When schools or other School Board of Orange County, Florida ("Board") facilities are closed or when an OCPS employee is prevented or not allowed to report to their work site at the order of the Superintendent due to a natural disaster or other catastrophe, discretionary emergency leave with or without pay may be granted by the Superintendent to full-time or part-time benefited instructional staff who were prevented from reporting to work because of this closure.

**SPECIFIC AUTHORITY:** Sections 1012.22(2); 1012.23; 1012.27; 1012.66; 1012.68,  
Florida Statutes

ADOPTED: 12/13/05

REVISED: 05/10/16; 6/23/2020