
General Personnel

Religious Holidays

Supervisors shall grant an employee's request for time off to observe a religious holiday if the employee gives at least 5 days prior notice and the absence does not cause an undue hardship.

Employees may use earned vacation time, or personal leave to make up the absence, provided such time is consistent with the District's operational needs. If the employee has no vacation or personal leave available to them then a per diem deduction will be made.

LEGAL REF.: Religious Freedom Restoration Act, 775 ILCS 35/5.
775 ILCS 5/2-101 and 5/2-102.

Adopted: June 13, 1995

Reviewed: December 11, 2012

Reviewed: December 10, 2013

First Reading: December 12, 2017

Revised: January 9, 2018