

Camden County Board of Education

Parental Involvement Leave

I, _____, request approval to take _____ hours of Child Involvement
(Employee)

Leave on _____ from _____ to _____.
(Date) (Time) (Time)

The purpose of this requested leave will be to: (check boxes as appropriate)

- Meet with a teacher or administrator of a school or child care program concerning a child of mine.
- Attend a school or child care academic or artistic program in which a child of mine is participating.
- Perform school-approved volunteer work in a school system or child care facility attended by a child of mine.

Name of elementary school, middle school, high school, or child care program authorized to operate under the laws of the State of North Carolina.

Employee's Signature

Supervisor's Signature

Date

Full-time employees may take up to four (4) hours of paid leave each fiscal year regardless of number of children. Leave for part-time employees is prorated.

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Please have this form signed by an official of the school or child care program named above at the completion of the activity and return to your supervisor.

Signature of School/Child Care Official