

ERIE COUNTY TECHNICAL SCHOOL

PROPOSED AGENDA ITEM

DATE: May 12, 2025

SUBJECT: Bereavement Leave Extension Request

CATEGORY: **Operations:** **Policy:** **Information:** **Personnel: X**

INITIATED BY: Cat Doty – Administrative Services/Human Resources Coordinator

DESCRIPTION:

Timothy Mello, M2 Maintenance Worker, has requested a paid extension to the bereavement leave of two days to accommodate travel to Georgia for the funeral of his grandfather. Article V, Section 6.B2 of the classified contract states “*the operating committee may extend the period of absence with pay in its discretion as the exigencies of the case may warrant.*” Mr. Mello has been employed with ECTS since March 26, 2014, and currently has 4 vacation days, 0 personal days, and 0 sick days remaining for the contract year.

RECOMMENDATION:

Motion to approve the two-day extension of bereavement leave for Mr. Mello.