

Section 10. Adverse Weather Conditions

It shall be the policy of the Jackson County Justice Center and all Jackson County Offices, to always remain open during normal workweek hours. If adverse weather conditions prevent Jackson County employees from reporting to work or Jackson County Government offices are declared closed, employees must use compensatory time, annual leave, bonus leave or leave without pay for scheduled work hours missed unless otherwise designated as administrative leave by the Jackson County Board of County Commissioners. Department Heads should make reasonable efforts to allow employees to adjust schedules, as needed, to make up any missed hours during the workweek due to inclement weather at the request of the employee. Adherence to this policy shall be the responsibility of the County Manager.

All law enforcement and emergency services personnel are excluded from the above adverse weather policy. Work hours will continue to be set at the discretion of the Department Head.

Public Works and other department personnel necessary for snow/ice removal operations or critical County functions as deemed necessary by the County Manager will work such hours as needed during times of inclement weather.

Section 11. Children's School Involvement

Chapter 509 of the 1993 Session Laws amended G.S. 95-28.3 to require all North Carolina Employers, public and private to grant at least four (4) hours of leave per year, effective December 1, 1993, so that a parent, guardian or any person standing "in loco parentis" of a school-aged child to attend or otherwise be involved in activities at the child's school.

Leave shall be provided effective December 1, 1993, subject to the following conditions:

1. The leave shall be at a mutually agreed upon time between the immediate supervisor and the employee;
2. The immediate supervisor may require an employee to provide the employer with a written request for the leave at least 48 hours before the time desired for the leave;
3. The immediate supervisor may require that employee furnish written verification from the child's school that the employee attended or was otherwise involved at that school during the time of leave.

The definition of school includes public and private schools, church schools, and preschools. It also includes day care facilities as defined under G.S. 110-86. Employers cannot take adverse employment action against an employee who requests leave under this section.

Leave taken may be annual leave or leave without pay.

