

**Leave and Absences – Spouse of Key Official**

**DEC-R3**

A district-employed spouse of a key official, including a board member, who accompanies his or her spouse on an approved district business trip, shall enter the absence as school related rather than personal business if the trip occurs during the spouses required duty time. However, expenses incurred by the spouse are never considered district expenses and the spouse shall be responsible for the payment of those in accordance with Regulation DEE-R1.