

**COMMUNITY SERVICE LEAVE - LITERACY, TUTORING AND
MENTORING SUMMARY OF REVISIONS**

6-1-2014	Policy change required to comply with Senate Bill 402 (Session Law 2013360) which required the State Human Resources Commission to establish policies and rules governing a leave program that allows employees to volunteer in a literacy program in a public school for up to five hours each month. Literacy Leave was added as a special provision to the regular CSL Policy. In addition, the existing policy provisions for Tutoring and Mentoring were also moved from regular CSL to be included as a special provision to the regular CSL.
9-7-2017	Policy revised to delete all references to trainee appointments, per appointment types and career status.
9-24-2026 (Effective October 1, 2026)	Policy repealed and replaced with the Employee Leave Options policy.
