

SICK LEAVE

DDDB

Employees shall be entitled to two classes of sick leave, i.e., "current sick leave" and accumulated sick leave.

CURRENT SICK LEAVE

An employee who reports for duty at the beginning of the school year shall be entitled to receive current sick leave not to exceed the number of days indicated below. This leave shall be pro-rated if the employee leaves the employment of the Board during the year. The leave shall be pro-rated on the basis of the percentage of contract time completed and any excess leave already taken will be deducted from the final salary check.

Full time, 12 month classified employees and all certificated employees who work 9 months or more shall be granted 10 days paid sick leave per year.

Classified employees who work 7 hours or more per day for 9 months, but less than 12 months shall be granted 8 days sick leave.

Bus drivers shall be granted 5 days sick leave.

Classified employees who work 6 to 6.75 hours per day shall be granted 4 days sick leave. (26 hrs per week to be eligible.) (Anyone hired after July 1, 2013, who works less than 30 hours per week will not be eligible for sick leave.)

ACCUMULATED SICK LEAVE

Upon execution of an employee's individual contract for a specified school year, an employee shall be credited at the beginning of the school year with accumulated sick leave based upon any prior years of service which they have performed for the district during which they have not consumed all or any part of the preceding years' current sick leave. In no event shall said accumulated sick leave exceed 120 days for 12 month classified employees and full time certificated employees who work 9 months or more. In no event shall said accumulated sick leave exceed 120 days for classified employees who work 7 hours or more per day for 9 months; 120 days for classified employees who work 6 to 6.5 hours per day (26 hrs per week to be eligible) and bus drivers shall not exceed 120 days. Any unused sick leave days shall be paid upon retirement to all employees at the rate of \$30.00 per day up to the maximum of 120 days.

Any unused sick days beyond the 120 days will be paid to the educator and 12 month classified employee at the end of the school year at the rate of \$30.00 per day for a maximum of \$300.00 per school year.

Classified employees who work 7 or more hours per day for 9 months, but less than 12 months, can accumulate 120 days; 120 for bus drivers; 120 days for classified employees who work 6 to 6.75 hours per day. (26 hrs per week to be eligible.) (Anyone hired after July 1, 2013, who works less than 30 hours per week will not be eligible for sick leave.)

10-09-03 Per Teachers' Professional Agreement (2003-04) Sick Leave Accumulation Unlimited. (page 6 of Agreement) 10-12-05 Board Approved—Any classified employee who was hired prior to August 2005, will retain their same benefits if they work less than 26 hours, but must work at least 20 hours per week to be eligible to retain those same benefits. (Anyone hired after July 1, 2013, who works less than 30 hours per week will not be eligible for sick leave.)

If the employee is absent from duty because of illness (includes husband, wife, son, daughter, father, mother, brother and sister, mother and father-in-law, or significant other) exceptions that may be considered by the Superintendent are sister-in-law, brother-in-law, and those who have virtually held the positions of an immediate member of the family, he/she shall be entitled to use current and/or accumulated sick leave.

Any employee shall be entitled to a leave of absence with pay in the event of a death in his/her immediate family and to include members of their extended family.

Full time employees shall be granted up to (4 days) for bereavement leave (The number of days will be determined by the Superintendent). These hours are not to be deducted from sick leave hours.

If an employee's illness or illness or death of a family member occurs after an individual contract has been signed before the school year begins, he/she shall not be entitled to receive current sick leave. However, he/she shall be entitled to use any sick leave accumulated as a result of previous years of employment with the district.

The Board reserves the right to require written verification from a physician as to the physical condition, ability and advisability of an employee performing required duties any time after 20 days of absence for any one illness or in any one school year.

When it becomes necessary for a teacher to be absent, they shall immediately notify the principal or designee so that a substitute may be employed. When absent, a sick leave report or an approved personal leave request must be on record or the day be deducted from the teacher's salary.

