

# BOARD COUNTER PROPOSAL #1

July 25, 2018

## ARTICLE VIII – LEAVES OF ABSENCE

### SECTION B – Paid Leaves

#### 1. Sick Leave

a) - m) SAME

n) Voluntary Employee Sick Leave Donation

1. Beginning October 1, 2015, employees may request the donation of sick time from other District employees through the Voluntary Employee Sick Leave Donation Program. This program will allow an employee with a documented major condition to request additional paid sick time after they have exhausted their own accrued and credited paid time. The purpose of this program is to provide an opportunity for employees to voluntarily donate sick leave to an employee who, or whose spouse, minor child, or dependent child who is under legal guardianship of the employee, is experiencing a major medical emergency, illness, accident, or injury and has already exhausted all other available paid leave. ~~Beginning July 1, 2018, employees who have exhausted all other available paid leave may request voluntary sick leave donation for bereavement of an immediate family member as previously defined in paragraph 1. (j 2).~~
2. To receive donated sick time the employee must:
  - a. have one or more years of continuous service in the District;
  - b. have exhausted his/her own accrued and credited paid time, including vacation;
  - c. complete and submit to the Office for Human Resources and Educator Quality all required request form(s) and supporting documentation;
  - d. have a documented major medical emergency, illness, accident or injury or whose spouse, minor child, or dependent child who is under guardianship of the employee has a documented major medical emergency, major illness, accident or injury ~~or have documentation of the death of an immediate family member;~~
  - e. have not received formal discipline for attendance in the previous twelve (12) months.
- 3.-8. SAME

#### 2. Injury/Illness-in-Line-of-Duty Leave

a) - e) SAME

#### 3. Personal Leave

- a) A SRP shall be allowed up to six (6) days of Personal Leave at full compensation during each year of employment. Such leave will not be cumulative and shall be deducted from accrued Sick Leave when used. Such leave shall not be used for recreational purposes, and the SRP may be required to give the reason for requesting leave to the worksite supervisor or designee. Said reasons may include bereavement, family problems, household emergencies, legal business, transportation problems, or

other stated reasons. When a SRP cites one of the five ~~four~~ reasons stated above, no additional explanation will be required.

- b) On no more than five (5) occasions per year, Personal Leave charged to Sick Leave as defined in paragraph 3. a) above may be granted in hourly units on an hour of leave for an hour of absence basis provided that service to students is not interrupted.
- c) A SRP may use one (1) day of the six (6) days of Personal Leave charged to Sick Leave to help chaperone or act as an adult supervisor or monitor a school-related event in which the SRP's child is participating. The SRP shall be required to specify that such leave will be used for this purpose. The SRP shall apply for such leave at least five (5) days prior to such event or as soon as possible after receiving notification of such event. Such leave may be used in half-day units or as a full day. For Alternative School Bus Driver/Paraprofessionals, Bus Drivers, and Transportation Assistants, tentative approval to use one (1) day of the six (6) days of Personal Leave charged to Sick Leave for these purposes may be granted no later than the preceding day and final approval no later than the start of the workday of the requested leave.
- d) For those employees who are authorized to be employed beyond the regular school year in Summer School, on one occasion during the period of Summer School, one (1) day (the number of hours worked daily in Summer School) may be used as a personal day charged to Sick Leave provided:
  - 1) the employee has not used all six (6) personal days from the previous school year,
  - 2) the employee has accrued a sufficient number of Sick Leave hours,
  - 3) the nature of the absence is ~~that of~~ for bereavement, a family, household, legal, or transportation emergency, and not that under which an employee has scheduling control,
  - 4) the reason for the absence is explained to the worksite supervisor or his/her designee.

4. - 8. SAME

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For the Board

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Date

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For the Union

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Date