

Leave Sharing

The district shall establish and administer a leave sharing plan in which eligible employees may donate excess leave for use by a staff member who is suffering from, or has a relative or household member suffering from, an extraordinary or severe illness, injury, impairment or physical or mental condition.

Such a program is intended to extend leave benefits to a staff member who otherwise would have to take leave without pay or terminate his or her employment with the district.

The superintendent is directed to establish procedures for staff members who accrue annual leave and for staff members who do not earn annual leave but who accrue leave to be used for illnesses, injuries or emergencies. The superintendent is directed to administer the leave sharing plan in a manner consistent with state law and applicable collective bar-gaining agreements.

Legal References:

RCW	28A.400.300	Sick Leave
	41.04.650-665	Leave Sharing Program
WAC	392-126	Finance—Shared Leave

Adopted January 9, 1991
Formerly: Policy No. 5320