

DONATION OF LEAVE

The Board of Trustees recognizes that employees or immediate family members may experience catastrophic injury or illness, resulting in a need for additional time off in excess of their available leave balance. To address this need, any employee may donate a portion of his or her unused accumulated personal leave or sick leave to another employee of this school district or another school district who is suffering from a catastrophic injury or illness or who has a member of his or her immediate family suffering from a catastrophic injury or illness, in accordance with the following:

1. In accordance with District policy, employees

days. The maximum amount of paid leave an employee may use in a calendar year is 10 days (inclusive of the employee's accrued leave and donated leave). Leave recipients shall not receive any such days on a retroactive basis.

DATE: November 16, 1998

AMENDED: October 18, 2004
August 4, 2020
August 3, 2021

REVIEWED: May 26, 2006
December 6, 2016
July 21, 2020
July 20, 2021
September 10, 2024
October 8, 2024