

Leave Sharing

The district will establish and administer a leave sharing plan in which eligible employees may donate excess leave for use by an eligible recipient 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, or who has been called to service in the uniform services.

Such a program is intended to extend leave benefits to an eligible recipient who otherwise would have to take leave without pay or terminate his or her employment.

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| Cross References: | 5021 - Conflicts Between Policy and Bargaining Agreements |
| Legal References: | RCW 28A.400.380 Leave sharing program
RCW 41.04.650-665 Leave sharing program - Intent
WAC 392-126-004 -104 Finance |
| Management Resources: | 2010 - October Issue
Policy News, October 2004 Revisions to the State Leave Sharing Program
Policy News, August 1999 Staff may share personal holiday |

Adoption Date: August 18th, 2016