

Leave Sharing (Sick)

The District shall establish and administer a leave sharing plan in which eligible employees may donate excess leave for use by an eligible recipient.

The District will provide and administer a (sick) leave sharing plan for eligible employees in accordance with Ephrata School District Policy 5406: Personnel. (Sick) leave sharing will be administered according to (Sick) Leave Sharing Procedures 5406 and (Sick) Leave Sharing Rules 5406 found with the (Sick) Leave Sharing Policy: 5406: Personnel as adopted on June 18, 2012.

Under the leave sharing policy 5406, eligible employees may donate annual or sick leave (RCW 41.04.665) to an eligible employee(s) suffering from, or who has a relative or household member suffering from an illness, injury, impairment or physical or mental condition which is of an extraordinary or severe nature; or employee called to service in the uniformed services or who has been called to active service in the uniform services; or a fellow employee who is a victim of domestic violence, sexual assault, or stalking; which has caused or is likely to cause the employee to take leave without pay or terminate his or her employment.

The superintendent is directed to administer the leave sharing plan in a manner consistent with state law and applicable collective bargaining agreements with sick leave sharing policies, procedures, and rules 5406 taking precedence first.

Agreement with Bargaining Units

Since Policy 5406 and Procedures 5406 replace (Sick) leave sharing language in all the collective bargaining agreements for Ephrata School District personnel, it is agreed that any significant changes in the Policy 5406 or Procedures 5406 must be negotiated with the association(s) prior to board adoption. However, negotiating sick leave policy changes is not meant to set a precedent that any other policies should be negotiated.

Cross Reference:	Board Policy 5021	Applicability of Personnel Policies
Legal References:	RCW 28A.400.380 41.04.650-665	Leave sharing program Leave sharing program
	WAC 392-126-004 -104	Finance — Shared Leave
Management Resources:	2018 – May Policy Issue Policy News, October 2010 Policy News, October 2004 Policy News, August 1999	Leave Sharing Revisions to the State Leave Sharing Program Staff may share personal holiday