Leave Sharing

The district shall establish and administer a leave sharing program through 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 ; who is a victim of domestic violence, sexual assault, or stalking; who is sick or temporally disabled because of pregnancy disability; who is on parental leave; 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.

The superintendent or designee is directed to develop a procedure for administering the leave sharing program in a manner consistent with state law and applicable collective bargaining agreements.

Cross Reference:	Board Policy 5021	Conflicts Between Policy and Bargaining Agreements
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:

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Policy News, October 2010	Leave Sharing
Policy News, October 2004	Revisions to the State Leave Sharing Program
Policy News, August 1999	Staff may share personal holiday

Updated: 12.23.19
Classification: Essential