

DONATION OF PAID SICK LEAVE

Code **GCCAAA** Issued **3/18**

Purpose: The purpose of this policy is to establish the use of shared or donated paid sick leave by eligible employees who choose to participate. Participation in the paid sick leave donation program is voluntary.

Charleston County School District expects employees to come to work every day. Employee attendance is one factor that has a direct correlation with student academic performance.

The board recognizes, however, that certain absences due to one's own illness, injury, or other medical condition, or that of an immediate family member, are unavoidable and wishes to provide an opportunity for economic relief for employees who, by reason of **prolonged continuous absence**, are likely to suffer financial hardship.

The paid sick leave donation program allows an employee to donate a portion of his/her accumulated paid sick leave to another employee of Charleston County School District when the recipient must be absent due to a serious health condition, as defined by the Family and Medical Leave Act (FMLA), which includes prenatal care and incapacity related to pregnancy, and recovery from childbirth, or to care for a member of the employee's immediate family or household who is suffering from a serious health condition (as defined by the FMLA).

Immediate family is defined as a spouse, son, daughter, or parent of the employee. The terms "son" or "daughter" do not include individuals 18 years of age or older unless they are incapable of self-care because of mental or physical disability that limits one or more "major life activities" or "major bodily functions" as those terms are defined in the Americans with Disabilities Amendments Act of 2008 (ADAA) and related regulations.

This program is intended to allow the donation of paid sick leave days to qualifying recipients who are absent from work on authorized leave protected under the law or policy. This program is not intended to extend protected leave.

The superintendent shall establish the paid sick leave donation program and procedures for the orderly implementation of the program.

Adopted 7/15/14; Revised 3/26/18