

**Escambia County School District
Schedule of Leave Allocations
Year 2025/26**

Employee Type Code	Description	Starting Date	Ending Date	Number of Months	LEAVE ACCRUAL	Leave Days Allocated Each Month											
						JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
P1001	10 Month Prof Exempt	08/01/25	05/27/26	10	10 days Sick Leave	0	5	1	1	1	1	1	0	0	0	0	0
P1003	10 Month Prof Non Exempt	08/01/25	05/27/26	10													
						Leave Days Allocated Each Month											
					LEAVE ACCRUAL	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
P1101	11 Month Prof Exempt	07/14/25	06/18/26	11	11 days Sick Leave	5	1	1	1	1	1	1	0	0	0	0	0
P1103	11 Month Prof Non-Exempt	07/14/25	06/18/26	11													
						Leave Days Allocated Each Month											
					LEAVE ACCRUAL	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
P1201	12 Month Prof Exempt	07/01/25	06/30/26	12	12 days Sick Leave	5	1	1	1	1	1	1	1	0	0	0	0
P1203	12 Month Prof Non-Exempt	07/01/25	06/30/26	12	Annual Leave*	1	1	1	1	1	1	1	1	1	1	1	1
A1201	12 Month Administrative	07/01/25	06/30/26	12													

Notes:

- 1) Initial Sick Leave load in: In accordance with Florida Statute 1012.61, Administrative and Professional employees will receive their load in at the end of their first month of employment per contract year.
- 2) Recurring Sick Leave accrual: In accordance with Florida Statute 1012.61, employees will receive one (1) day of sick leave for each month of employment, which shall be credited to the employee at the end of the month and which may not be used before it is earned and credited to the employee. The maximum total amount of Sick Leave accruals cannot exceed the number of work months.
- 3) Annual Leave accrual: Only twelve (12) month employees accrue annual leave. The monthly allocation is based on uninterrupted years of service: 0-5 years = 1 day a month; 6-10 years = 1.25 days a month; >10 years = 1.5 days a month.
- 4) Employees who terminate employment prior to the 16th of each month will not receive a leave accrual at the end of the month.
- 5) Employees who are hired after the 15th of the month will not receive a leave accrual at the end of the month.