

Central Greene School District

Section PROFESSIONAL EMPLOYEESTitle SICK LEAVECENTRAL GREENE SCHOOL DISTRICTDate Adopted October 21, 1981

Guide		Reference
	<p style="text-align: center;">434. SICK LEAVE</p> <p>1. <u>Purpose</u> There shall be a sick leave policy for professional employees that ensures that such employees will receive no less than the minimum sick leave provided under law. Such policy shall be in accordance with the following guidelines.</p> <p>2. <u>Guidelines</u> The district will provide up to ten (10) days annually for sick leave of which all shall be cumulative.</p> <p style="padding-left: 40px;">The Board reserves the right to require of any employee claiming sick leave pay sufficient proof, including a physician's certification, of the employee's illness or disability. The Board shall consider the application of any eligible employee for an extension of sick leave, pursuant to law where applicable, when the employee's own accumulated sick leave is exhausted.</p> <p style="padding-left: 40px;">The Superintendent shall report to the Board the names of those employees absent for non-compensable cause or whose claim for sick leave pay cannot be justified.</p> <p style="padding-left: 40px;">The misuse of sick leave shall be considered a serious infraction and subject to disciplinary action.</p> <p style="padding-left: 40px;">The following conditions shall be part of this policy.</p> <p>A. <u>Eligibility</u></p> <p style="padding-left: 40px;">A sick leave shall commence when the employee or agent, if the employee is sufficiently disabled, reports the absence. A sick leave day, once commenced, may be reinstated as a working day only with the approval of the Superintendent or designee.</p> <p style="padding-left: 40px;">Whatever the claims of disability, no day of absence shall be considered to be a sick leave day on which the employee has engaged in or prepared for other gainful employment, or has engaged in any activity which would raise doubts regarding the validity of the sick</p> <p style="text-align: right;">page 1/2</p>	<p>§ 1154</p> <p>§ 1154</p> <p>§ 1154</p>

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leave request.

B. Proof of Disability

Any employee absent on sick leave may be required to submit a physician's written statement certifying his/her disability.

Such statements, in and of themselves conclusively, may not be presumed to establish the employee's disability.

C. Duration of Leave

Upon the expiration of all then currently earned and accumulated sick leave, the Board may grant leave with whatever compensation and benefits, if any, to be determined at the time leave is granted or the Board may grant unpaid leave for the remainder of the school year.

Should leave be required beyond the end of the school year, an employee may request that the Board grant a one or two year extension. If granted, the Board may provide a position of like responsibility upon the employee's return.

D. Records

The personnel records of the district for professional employees shall show the attendance of each employee, and such days as that employee may be absent shall be recorded with the reason for such absence noted. A record shall be made of the unused sick leave days accumulated by each employee, which shall be made available to the employee in accordance with law.

§ 1154

School Code

§ 1154