

Negotiated Agreement
between the
Board of Education of Washington County
and the
Education Support Personnel Local #1 (MSTA/NEA)
2005-2008

**ARTICLE 5
SICK LEAVE**

- 5.1 Annual Allowance -- Employees will be entitled to one (1) day of sick leave for each month of their assignment year calculated to the nearest half day. The total number of days will be made available beginning on the first day of the assignment year. Sick leave shall be accumulated from year-to-year unlimited.

If an employee resigns before the end of the school year under circumstances which the Board determines not to be an emergency, sick leave days which have been used in excess of one day per month of employment and which are not covered by accumulated sick leave shall be regarded as lost time with an appropriate deduction made from the final salary check.

At the conclusion of every 12-month period between July 1 and June 30, an employee who has attained perfect attendance (i.e., has not used any sick leave) shall receive one additional day of personal leave to be used within the next 12 months.

- 5.2 Illness in the Family -- Up to ten (10) days of absence may be charged annually to accumulated sick leave for illness in the immediate family.
- 5.3 Unused Sick Leave -- At the time of termination of service by way of retirement (or by way of termination after a minimum of twenty-five (25) years of service in Washington County), an employee shall receive pay for unused sick leave, at the rate of \$25.00 per day up to two hundred (200) days and \$35.00 per day beyond 200 days. Deferred retirement prior to 25 years of service is not included. For workdays less than eight (8) hours, service credit pay will be pro-rated based upon the standard workday for the job performed by the recipient.

In case of retirement, payment will be made in a separate check. In case of death, payment will be made to the employee's estate.

- 5.4 Worker's Compensation -- Medical expenses incurred in the treatment of job-related injuries are covered by Worker's Compensation insurance carried by the Board. Any time lost due to an injury on the job shall not be deducted from sick leave.
- 5.5 Reason for Absence -- Employees absent three (3) or more consecutive days because of illness or illness in the family may be required to furnish a statement from a physician concerning the reason for the absence and the employee's ability to return to work or suffer loss of pay. Such statements may be required for lesser periods if abuse of sick leave is suspected; however, requests for physicians' statements may not be used to harass individuals.
- 5.6 Sick Leave Bank -- All educational support employees regardless of unit designation are eligible to contribute voluntary sick leave day(s) to a sick leave bank.