



PERSONNEL

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, physical or mental condition; who is a victim of domestic violence, sexual assault, or stalking; or who has been called to duty 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	Applicability of Personnel Policies
Legal References:	RCW 28A.400.380 41.04.650-655	Leave sharing program Leave sharing program
	Chapter 392-126	WAC Finance-Shared Leave

Adoption Date:	July 16, 1990
Legal References Updated:	February, 1996
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Updated:	January, 2005
Updated:	December, 2010
Updated:	May, 2018