

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 or physical or mental condition; who is a victim of domestic violence, sexual assault, or stalking; who is sick or temporally disabled because of pregnancy disability; who is on parental leave; or who has been called to service 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: Policy 5021 Applicability of Personnel Policies

Legal References:

RCW 28A.400.380
RCW 41.04.650-665
Chapter 392-126

Leave sharing program
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WAC Finance - Shared Leave

Management Resources:

Policy News, May 2018
Policy News, October 2004
Policy News, October 2010
Policy News, August 1999

Revision to the State Leave sharing Program
Leaving Sharing
Staff may share personal holiday

Adoption Date: 08.99

Revised Dates: 10.04; 10.10; 01.11; 07.18