



"To Build Knowledge and Skills for Success Today and Tomorrow"

File: GDBDA*

SUPPORT AND PROFESSIONAL/TECHNICAL STAFF SICK LEAVE

1. Sick Leave Provisions. Sick Leave may be taken for personal illness, injury, or other physical disability (including pregnancy related disability) and for illness in the immediate family, defined as spouse, children (step), father (step), mother (step), parent(s)-in-law, brother, sister, and grandparents. Any available sick leave may be used in the event of death of the employee's spouse, children (step), parents, siblings, and grandparents. Up to three (3) days of available sick leave may be used in the event of the death of the employee's parent(s)-in-law, brother-in-law, sister-in-law, daughter-in-law or son-in-law. Employees must work twenty (20) hours per week to qualify for sick leave benefits.

Employees are required to immediately notify their supervisor when sick leave is required. The supervisor or superintendent may require a physician's statement concerning such absence.

Employees eligible for sick leave shall, after two months of employment, receive sick leave in accordance with the following schedule:

Permanent Full-Time	12 days per year
Special Full-Time	10 days per year
Permanent Part-Time	12 days per year
Special Part-Time	10 days per year

All unused days shall be added to the employee's sick leave reserve at the end of the fiscal year. New employees, entering the district after July 1, 2014, are eligible to accumulate seventy-five (75) days of sick leave. Employees, hired prior to July 1, 2014, are eligible to accumulate one hundred (100) days of sick leave. An employee who has accumulated the maximum sick leave possible shall at the end of the fiscal year receive payment, deposited into the SD Supplemental Retirement System, for all sick leave unused during that year at a rate of \$45 per day. This amount shall be pro-rated for part-time employees.

Employees who do not otherwise qualify for sick leave shall earn two (2) days of sick leave per year, non-accumulative.

2. Sick Leave Bank: Employees are eligible to participate in a voluntary Sick Leave Bank according to the provisions specified in Article VI of the Negotiated Agreement. Use of the sick leave bank is contingent upon named employee having used two days more than all of his or her accumulated sick leave, personal leave, vacation, and compensatory time.