

Employee Leave Days

In the current Handbook, P. 20 – Certified Instructional Staff – Section 2 LEAVE

States:

1. 10 days per year (No restrictions listed)
2. accumulate to 90 (No restrictions listed)
3. No payout for unused at separation

This means use or lose. (Except if retiring and meeting specified conditions... then paid at \$40 per day with max of \$3,600) I interpret this to also mean that if a teacher chooses to take 10 days of vacation mid-year they can. Or if they have accumulated 90 days and are accepting a new job... they could “theoretically” be done @ January 30 and take terminal leave through the end of the school year.

Recommendation:

1. Allow payout for separation from the district in the same manner as for retirees.
2. Limit accumulated leave to be used for sick, emergency, FMLA as approved by the administration.
3. Continue to allow the 10 leave days per year to be used as requested by the employee for their own personal use.

Reasons:

1. To payout unused leave is less expensive to the district than hiring a sub \$40 vs \$95 if a teacher chooses to use up remaining leave days or to use their 10 days every year.
2. Limiting use of leave days will restrict abuse or putting the district in a bad position regarding student education.
3. Allowing continued use of the yearly allowed 10 days as has been done in the past is a concession for restricting accumulated days.