

Understanding the  
Earned Sick Time Act  
(ESTA)  
&  
Its Impact on Saginaw  
Public Schools

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# Definition & Key Terms

- **Earned Sick Time Act (ESTA):** A Michigan law requiring employers to provide employees with paid sick leave.
- **Accrual Rate:** 1 hour of sick time for every 30 hours worked.
- **Usage Cap:** Up to 72 hours of paid sick time per year.
- **Eligible Employees:** Applies to all employees, including temporary, seasonal, and part-time workers.

# Background & Purpose of ESTA

- Enacted in 2018, ESTA was delayed but is set to take effect on February 21, 2025.
- Replaces the previous Paid Medical Leave Act (PMLA).
- **Purpose:**
  - Ensure employees can take time off when sick without financial hardship.
  - Promote public health by reducing workplace illness transmission.
  - Support work-life balance and employee well-being.

# Key Provisions of ESTA

- **Accrual of Sick Time:**

- 1 hour of sick time for every 30 hours worked.
- Employees may use up to 72 hours annually.

- **Usage:**

- Personal illness or medical care.
- Care for a family member.
- Domestic violence or sexual assault recovery.

- **Employer Obligations:**

- Maintain accurate records.
- Provide access to sick time balances.
- Ensure compliance with notice/documentation requirements. (The district has already notified employees. [It was also included in the March- April HR Talk Newsletter- view here](#))

# Impact on Saginaw Public Schools

- **Unionized Employees:**

- Existing Collective Bargaining Agreements (CBAs) remain valid until expiration.
- CBAs must align with ESTA upon renewal.

## **Effective**

The ESTA takes effect on February 21, 2025, and mandates that employers provide paid sick leave for various health-related needs, including personal or family illness, medical appointments, and situations involving domestic violence or sexual assault. This new law replaces the previous Paid Medical Leave Act (PMLA).

- **Impact on CBA-Covered Employees:**

Since the current CBA remains in effect until June 30, 2025, the provisions of the ESTA will not apply to union-represented employees until the agreement expires. **Rest assured, the district is already in compliance with and exceeds the requirements of the ESTA.**

## **Current Sick Time Allocations:**

- 10.5-month employees: 10 sick days per year
- 12-month employees: 12 sick days per year
- All employees: 2 personal days per year

## **Next Steps:**

As CBAs nears its expiration, we will provide additional guidance on how the ESTA provisions will be implemented.

***These allocations are above the ESTA minimum of approximately 7 sick days per year. No changes to the current time-off policies will occur until the CBA expires.***

# Impact on Saginaw Public Schools

- **Non-Unionized Employees:**

- ESG, Temporary Seasonal Employees such as, Athletic Coaches and Referees.

## **Effective**

The ESTA takes effect on February 21, 2025, and mandates that employers provide paid sick leave for various health-related needs, including personal or family illness, medical appointments, and situations involving domestic violence or sexual assault. This new law replaces the previous Paid Medical Leave Act (PMLA).

## **Front-Loading Sick Time:**

To ease the transition to the new requirements, eligible non-union employees will receive front-loaded paid sick time based on your scheduled work hours (7, 7.5, or 8 hours per day) for use through June 30, 2025. Please note that ESG employees have already been credited with their allotted time.

## **Current Sick Time Allocations:**

**The district's sick leave policy exceeds the ESTA minimum for ESG employees:**

- 10.5-month employees: 10 sick days per year
- 12-month employees: 12 sick days per year
- All employees: 2 personal days per year

- **Permissible Uses for ESTA Time:**

*Employees may use ESTA time for:*

- Personal illness, injury, or medical care
- Caring for a family member's, domestic partner's, or child's medical needs
- Issues related to domestic violence or sexual assault (including seeking medical care, counseling, relocation, or legal assistance)

## **Looking Ahead**

We are committed to full compliance with the ESTA as of February 21, 2025. We will continue to monitor legislative updates and assess how best to apply these changes for the 2025–2026 school year. Until further notice, there will be no changes to the current time-off allocations or procedures. This communication serves as an official notification regarding the ESTA.

# Next Steps for Saginaw Public Schools

- **Policy Review & Alignment:** Ensure compliance with ESTA in CBAs and employee policies.
- **Employee Communication:** Continue to Educate staff on rights and responsibilities.
- **Operational Adjustments:** Update payroll and record-keeping systems.
- **Monitoring & Compliance:** Regularly review sick time usage and ensure adherence to ESTA.

# Closing & Discussion

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- **Final Thoughts:** ESTA supports employee health and well-being, benefiting the school environment.
- **Questions, concerns, and feedback** on implementation strategies.

