

BP 4161.1 CERTIFIED PERSONNEL - SICK LEAVE

Every certificated employee ~~working five school days each week~~ **who works the majority of a contractual month** is entitled to one and one-third days of sick leave **for that a** month. ~~Such leave for employees working less than five days per week shall be proportionately less.~~ Unused days of sick leave shall be accumulated from year to year without limitation.

The Superintendent or designee shall establish procedures for reporting and verifying such absences.

Teachers are subject to disciplinary action, up to and including termination, for misusing sick leave, including providing false information regarding the use of, or need for, sick leave.

Certificated employees may transfer accumulated sick leave between districts and the Department of Education. Employees are responsible for initiating a transfer of sick leave credits within 90 days of **commencing** employment **at the district**.

Sick Leave Bank

Note: [AS 14.14.105](#) provides that the Board may establish a sick leave bank independently or jointly with **certificated employees** ~~teachers~~. The following optional language may be revised or deleted as appropriate.

The School Board authorizes the establishment of a sick leave bank to provide **certificated employees** ~~teachers~~ sick leave benefits in unusual circumstances. ~~Teachers~~ **Certified employees** may draw **not more than twice the number of days of sick leave the teacher has accumulated before the first day of school in any school year, or 24 days, whichever is greater.** ~~up to twice the number of days leave he/she has accumulated before the first day of school up to a maximum of 24 days.~~ The Board may grant additional leave in cases of severe illness or external hardship.

Legal References:

ALASKA STATUTES

[14.14.105](#) Sick leave bank

[14.14.107](#) Sick leave and sick leave transfer

[14.20.147](#) Transfer or absorption of attendance area or federal agency school

[23.10.500 - 23.10.550](#) Alaska Family Leave Act (renumbered)

ALASKA ADMINISTRATIVE CODE

[4 AAC 15.040](#) Sick leave

[4 AAC 15.900](#) Definitions

UNITED STATES CODE

Family and Medical Leave Act, [29 U.S.C. 2601](#) *et. seq.*;

CODE OF FEDERAL REGULATIONS

[29 CFR Part 825](#), amend. 2008

Adopted: June 10, 2003

Nome Public Schools