

Number: **BP 018**

Related Procedure: HR Procedure-Sick Leave
Authority: Board of Directors
Effective: July 1, 2015
Revised: October 31, 2023
Reviewed: November 16, 2023
Initiating Dept./Div.: Administration/Human Resources



BOARD POLICY

SICK LEAVE FOR TEMPORARY EMPLOYEES

PURPOSE:

To establish a policy for implementing Assembly Bill 1522 codified as Labor Code Sections 245 through 249 (also known as the Healthy Workplaces/Healthy Families Act of 2014), which would provide District temporary employees with sick leave.

POLICY:

- It is District policy to comply with the provisions set forth in the Healthy Workplace/Healthy Families Act of 2014 (Labor Code Sections 245-249). For those items that allow the District to have discretion when implementing the act, the District will provide for the following:
 - Annual Grant: The District will grant five (5) days of paid sick leave within a twelve-month period.
 - Sick Leave Use: Employees may use their paid sick leave beginning on their 90th day of employment. Employees may determine how much sick leave he or she needs to use with a minimum usage of two (2) hours per incident.
 - Terminal Sick Leave: Employees are not paid for unused paid sick leave upon termination of employment.

[Original Retained by the Secretary of the District]