

EUREKA COUNTY SCHOOL DISTRICTSICK LEAVE - CLASSIFIED

The District believes that the regular attendance of employees is vital to the success of the District's educational program. Accordingly, employees are expected to report to work every day. However, the District does recognize that certain absences may be unavoidable. Therefore, full-time, year-round classified employees not covered by collective bargaining agreements are eligible for Sick Leave.

Definition

Sick leave is a designated amount of compensated leave that may be granted an employee who is unavoidably absent because of personal illness or accident or because of serious illness or accident to his/her immediate family, as provided in the Nevada Revised Statutes, 391.180.

The definition of immediate family as used in this section shall be the same as the definition of immediate family the Eureka Schools Classified Association negotiated agreement.

All eligible\* full-time classified employees will receive sick leave days credited at the rate of 1.25 days per month during the fiscal year when they are employed. Those eligible employees who work half-time up to full-time will receive sick days credited according to the hours they work per day per week when they are employed.

\*Eligible means 20 hrs/week or more.

Accumulation of Sick Leave

Unused sick leave is accumulated without limit.

Pay for Unused Sick Leave

Classified employees who terminate their employment shall be paid for their accrued unused sick leave in a manner consistent with the terms of the Eureka Schools Classified Association negotiated agreement.

Excessive or Questionable Use of Sick Leave

The employee's immediate supervisor will review the employee's use of sick leave. If this review indicates that the employee's use of sick leave is excessive or questionable, the appropriate official shall submit to the Superintendent a report of the review.

ADOPTED: 07/28/92

REVISED: 03/13/01

REVISED: 8/13/19

The Superintendent may then require the employee to have a physical examination, or submit a written certificate by a physician confirming the necessity for absences due to illness.

District may place an employee on sick leave if s/he has an illness that appears to be contagious or due to a known or suspected illness or injury, the employee is not able to perform the essential functions of their position with or without reasonable accommodation.

An employee on sick leave shall notify his/her administrator or manager/supervisor as soon as the employee is able to return to work. An employee returning from an extended absence shall give as much advance notice of return as possible. The District may also require a statement from a licensed health care provider certifying the employee's fitness to return to work.