

**SICK LEAVE FOR CLASSIFIED EMPLOYEES**

Every classified employee employed five days a week shall be entitled to twelve (12) days leave of absence for illness or injury with full pay for a fiscal year of service.

An employee, assigned for five days a week, but who is employed for less than a full fiscal year is entitled to that proportion of twelve days leave of absence for illness or injury as the number of months of employment bears to twelve.

An employee assigned for less than five days per week shall be entitled, for each fiscal year of service, to that proportion of twelve days leave of absence for illness or injury as the number of days of employment per week bears to five. When such persons are employed for less than a full fiscal year of service this and the preceding paragraph shall determine that proportion of leave of absence for illness or injury to which they are entitled.

Pay for any day of such absence shall be the same as the pay which would have been received had the employee served during the day. Credit for leave of absence need not be accrued prior to taking such leave by the employee and such leave of absence may be taken at any time during the year. However, a new employee shall not be eligible to take more than six days, or the proportionate amount to which that employee may be entitled under this policy, until the first day of the calendar month after completion of six complete months of active service with the District.

If such employee does not take the full amount of leave allowed in any year under this section, the amount not taken shall be accumulated from year to year.

The College President or Chief Human Resources Officer may at any time require a written statement from the physician of an employee absent on sick leave verifying that the employee was unable to return to work.

Disabilities caused or contributed to by pregnancy, miscarriage, abortion, childbirth, and recovery therefrom are, for all job-related purposes, temporary disabilities and shall be treated as a condition of illness.

Education Code 88191  
Public Employees, Local 1, Article 9