

Leave Sharing

The district will establish and administer a leave sharing program through which eligible employees may donate excess leave for use by an eligible recipient who is suffering from, or has a relative or household member suffering from, an extraordinary or severe illness, injury, impairment, or physical or mental condition; who is a victim of domestic violence, sexual assault, or stalking; who is sick or temporally disabled because of pregnancy disability; who is on parental leave; who has been called to service in the uniform services; who is a current member of the uniformed services or is a veteran, and is attending medical appointments or treatments for a service connected injury or disability; who is a spouse of a current member of the uniformed services or a veteran as defined under RCW [41.04.005](#), who is attending medical appointments or treatments for a service connected injury or disability and requires assistance while attending appointment or treatment; or where a state of emergency has been declared anywhere within the United States by the federal or any state government and the employee has the needed skills to assist in responding to the emergency or its aftermath and volunteers his or her services to either a governmental agency or to a nonprofit organization engaged in humanitarian relief in the devastated area, and the governmental agency or nonprofit organization accepts the employee's offer of volunteer services

Such a program is intended to extend leave benefits to an eligible recipient who otherwise would have to take leave without pay or terminate his or her employment.

The superintendent or designee is directed to develop a procedure for administering the leave sharing program in a manner consistent with state law and applicable collective bargaining agreements.

Cross References: 5021 - Conflicts Between Policy and Bargaining Agreements

Legal References: RCW 28A.400.380 Leave sharing program
RCW 41.04.650-665 Leave sharing program – Intent
RCW [41.04.005](#) "Veteran" defined for certain purposes
Chapter 392-136A WAC Finance Shared Leave

Management Resources: 2018 - May Policy Issue
2010 - October Issue
Policy News, October 2004 Revisions to the State Leave
Sharing Program

Policy News, August 1999 Staff may share personal holiday

Adoption Date: 08.20
Brinnon School District
Classification: **Encouraged**
Revised Dates: **08.99; 10.04; 10.10; 12.11; 05.18**

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