

CLASSIFIED EMPLOYEE PERSONAL ILLNESS LEAVE

Classified personnel shall be granted leave of absence for personal illness or injury with full pay as follows with leave allowed to be taken in only quarterly increments: fifteen (15) days of sick leave per year, with unused sick leave days accumulative from year to year with a 180 day limit on accumulation.

Any non-certificated employee who completes a school year with unused sick leave days above the 180 maximum will be reimbursed at the rate of \$20.00 for each of the unused days above the maximum of 180 days. The per diem rate of \$20.00 will be pro-rated for employees employed less than 30 hours per week. Such reimbursement will be made with the June paycheck.

An employee who is (or was) absent from work as a result of a compensatory injury incurred while in the service of the school district shall receive the difference between the payment (verified) received pursuant to the Workman's Compensation Act and the employee's contractual salary until accumulated allowable sick leave has been used.

Sick leave used for illness or a compensatory injury shall be charged against the employee's accumulated sick leave total in half and full day increments. In no event shall the additional compensation paid to the employee result in payment exceeding the normal salary of the employee.

Evidence may be required regarding the mental or physical health of the employee including, but not limited to, confirmation of the following: the employee's illness, the need for the illness leave, the employee's ability to return to work, and the employee's capability to perform the duties of the employee's position. It is within the discretion of the board and the superintendent to determine the type and amount of evidence necessary. When an illness leave will be greater than three consecutive days, the employee will comply with board policy regarding family and medical leave.

If an employee is eligible to receive workers' compensation benefits, the employee will contact the board secretary to implement these benefits.

Legal Reference: Whitney v. Rural Ind. School District, 232 Iowa 61, 4 N.W.2d 394 (1942).
 26 U.S.C. §§ 2601 *et seq.* (2004)
 29 C.F.R. Pt. 825 (2004).
 Iowa Code §§ 20; 85.33, .34, .38(3); 279.40 (2007).
 1980 Op. Att'y Gen. 605.
 1972 Op. Att'y Gen. 177, 353.
 1952 Op. Att'y Gen. 91.

Cross Reference: 403.2 Employee Injury on the Job
 414.3 Classified Employee Family and Medical Leave
 414.9 Classified Employee Unpaid Leave