

## **Educational Support Personnel**

### **Sick Days, Vacation, Holidays, and Leaves**

#### Sick Days

Full or part-time educational support personnel who work at least 600 hours per year receive 12 paid sick leave days per year. Part-time employees will receive sick leave pay equivalent to their regular workday. Unused sick leave shall accumulate.

Sick leave includes personal illness, or as may be deemed necessary in other cases, quarantine at home, or serious illness, or death in the immediate family. The Superintendent and/or designee shall monitor the use of sick leave. After 3 days absence for personal illness, or as it may be deemed necessary in other cases, the employee may be required to furnish a physician's certificate of illness as a basis for pay. If such a certificate is required, the District shall pay any expenses incurred in securing it.

#### Leaves for Service in the Military and General Assembly

Educational support personnel receive military and General Assembly leaves on the same terms and conditions granted professional staff.

#### Leaves for Victims of Domestic or Sexual Violence

Educational support personnel receive a leave for victims of domestic or sexual violence on the same terms and conditions granted professional staff.