

## Leave Sharing Policy 5406

The district will establish and administer a leave sharing program through which eligible employees may donate 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 temporarily disabled because of pregnancy disability; who is on parental leave; or who has been called to service in the uniform 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/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:	Policy 5021	Application of Personnel Policies
Legal References:	RCW 28A.400.380	Leave sharing program

	RCW 41.04.650-665	Leave sharing program - Intent
	Chapter 392-126 WAC	Finance — Shared Leave
Management Resources:	<i>Policy &amp; Legal News</i>	
	2018 - May	
	2010 - Oct	
	2004 - Oct	
	1999 - Aug	

Adopted: 12.11.06

Revised: 02.22.11 | 03.10.25