

# Mountain Home Public Schools

## SICK LEAVE POLICY

Sick leave: Covers illness of the employee and Immediate Family (Ref. Act 391 of 1979, 80-1255)

### **Immediate family means:**

**An individual's spouse; children/stepchildren or grandchildren/step-grandchildren of the individual or children/stepchildren or grandchildren/step-grandchildren of the individual's spouse; the spouse of a child/stepchild of the individual or the spouse of a child/stepchild of the individual's spouse; parents/stepparents or grandparents/step-grandparents of the individual or parents/stepparents or grandparents/step-grandparents of the individual's spouse; brothers/stepbrothers and sisters/stepsisters of the individual or brothers/stepbrothers and sisters/stepsisters of the individual's spouse; anyone living or residing in the same residence or household with the individual or in the same residence or household with the individual's spouse; or anyone acting or serving as an agent of the individual or acting or serving as an agent of the individual's spouse.**

Employees who work 180-199 days will receive 10 sick leave days. Those who work 200-219 days will receive 11 sick leave days. Employees who work 220 days more will receive 12 days sick leave.

Unused sick leave for full-time personnel may be accumulated without limit.

In order to reward employees that do not use their sick days, the chart below will be used to determine how many sick days they may use for personal business:

ACCRUED SICK LEAVE

0-11

12-23

24-35

36-47

48-59

60-71

72-83

84-95

96+

PERSONAL DAYS ELIGIBLE

2

3

4

5

6

7

8

9

10