

# Perris Union HSD

## Board Policy

### Catastrophic Leave Program

#### All Personnel

BP 4161.9

4261.9

4361.9

~~When a catastrophic illness or injury incapacitates an employee or a member of his or her family for an extended period of time and the employee has exhausted all paid leaves of absence,~~

The Governing Board recognizes that district employees may desire to assist other employees who have an urgent need for a leave of absence but do not have sufficient accrued leave to cover their absence. The Superintendent or designee shall establish a catastrophic leave program by which employees may donate accrued vacation and/or sick leave credits to that employee under the specific requirements of the district's catastrophic leave program., which shall be placed into a pool for use by eligible employees.

Donations made under the catastrophic leave program shall be strictly voluntary.

The district's policy and procedures regarding catastrophic leave shall be included in the employee handbook. The Superintendent or designee may notify employees annually, or more frequently if the need arises, of the process for donating leave for this purpose.

An employee may apply to use donated leave credits in accordance with the accompanying administrative regulation when he/she has exhausted all applicable paid leaves of absence and a catastrophic illness or injury incapacitates the employee or a member of his/her family for an extended period of time. (Education Code 44043.5)

*(cf. 4161/4261/4361 - Leaves)*

*(cf. 4161.1/4361.1 - Personal Illness/Injury Leave)*

*(cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)*

*(cf. 4261.1 - Personal Illness/Injury Leave)*

~~*(cf. 4361 - Leaves)*~~

#### *Legal Reference:*

##### EDUCATION CODE

44043.5 Catastrophic leave

44977 Salary deduction during sick leave, certificated employees

44978 Sick leave, certificated employees

44983 Compensation during leave, certificated employees

45190-45191 Sick leave and vacation, classified employees

45196 Salary deductions during sick leave, classified employees

##### LABOR CODE

245-249 Healthy Workplaces, Healthy Families Act

Policy

adopted: January 21, 1999

Revised: Pending Board Adoption September 2018

PERRIS UNION HIGH SCHOOL DISTRICT

Perris, California