

Leave Available to Employees

Leave Type	Who's Covered	Purpose	Amount of Leave Available	Amount of Benefit	Notes
Sick Leave	All employees (EE)	EE sick or to take care of sick person in household (see bargaining agreement)	Based on contract, 1 day per working month; accumulative	Paid at regular rate	OFLA/FMLA can run in conjunction with sick leave
Personal Leave	All employees	Personal or emergency	3 days/year	Paid at regular rate	
Vacation	260 day employees	Personal	Per bargaining/work agreement	Paid at regular rate	
Emergency Paid Sick Leave (FFCRA)	All employees	Related to COVID-19	10 days	EE: Paid at regular rate, up to \$511/day to <u>care</u> for others: <u>paid at 2/3 regular rate, up to \$200/day</u>	Can use other leave to cover remaining 1/3 difference; currently expires Dec. 31, 2020
Emergency FMLA	Employees who worked more than 30 days	Child care or school closure due to COVID-19	12 weeks	Paid at 2/3 regular rate, up to \$200/day	Only available if haven't used FMLA within the last 12 months and another suitable option is not available. Expires Dec. 31, 2020.
Sick Leave Bank	Classified and Certified if you have donated	Per bargaining agreement - EE medical absence	12 weeks	Paid at regular rate	Sick leave must be exhausted before access to SLB.
Unpaid Leave	All employees	Run out of leave or request extended unpaid leave	Exception	Unpaid	All leave must be exhausted; HR must approve
OFLA	Employed at least 180 days & work an average of 25 hours/week	Per Oregon law, serious health condition, pregnancy	12 weeks	Required to use paid leave available, then unpaid	Insurance benefits protected during this time
FMLA	Employed at least 1250 hours in one year	Per Federal law, serious health condition, pregnancy	12 weeks	Required to use paid leave available, then unpaid	Insurance benefits protected during this time
Leave of Absence	Available to all employees as noted conditions within CBA	Any	One year	Unpaid/no insurance benefits	Protects position with District; HR must approve