



Purpose

1.0 Eligibility

2.0 Use of Sick Leave

2.1 Reasons for Using Sick Leave

3.0 Sick Leave Allotments and Accruals

3.1 Full-Time Employees

5.0 Accrued and Unused Sick Leave at Termination.

5.1 Sick Leave at Termination

Consecutive Years of Service Prior to Retirement Eligible Termination	Sick Leave Payout Up To & Including

6.0 Procedures for Requesting Sick Leave

6.1 How to Request Sick Leave; Employee and Supervisor Responsibilities

