

## OUHSD HEALTHY WORKPLACES/HEALTHY FAMILIES ACT OF 2104 PAID SICK LEAVE POLICY

NOTE: This only applies to employees who would be not covered by a collective bargaining unit agreement or other Oroville Union High School District sick leave policy. These are generally Substitute Employees who hold no other positions with OUHSD.

### **Eligibility:**

An individual who, on or after July 1, 2015, works thirty (30) days or more in California within a fiscal year is entitled to paid sick leave (does not have to be consecutive days).

### **Accrual:**

Paid sick leave accrues at the rate of one hour per every 30 hours worked; paid at the employee's regular wage rate. Accrual shall begin on the first day of employment or July 1, 2015, whichever is later.

Accrued sick leave shall carry over to the following year of employment and is capped at 48 hours in total at any given time.

### **Usage:**

An employee may use accrued paid sick leave days beginning on the 90<sup>th</sup> day of employment.

All Sick leave absences covered by this policy must be requested by calling the OUHSD receptionist at (530)538-2300 ext. 1100. Paid sick time shall be provided for the employee or a family member for the diagnosis, care or treatment of an existing health condition or preventive care, or specified purposes for an employee who is a victim of domestic violence, sexual assault, or stalking.

Any questions regarding the information and procedures should be directed to either Deana Fallen, Senior Personnel Technician at (530) 538-2300 ext. 1117, or Donna Logasa, Payroll Technician at (530) 538-2300 ext. 1105.