

**POWAY UNIFIED SCHOOL DISTRICT
BOARD POLICY**

Originator: Assoc. Superintendent, PSS

Issue No: 2

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ARTICLE: 4.0 PERSONNEL SUPPORT SERVICES

Reference: EC 45191, 45194-96,
45202; PC 65.300

4.3 CLASSIFIED PERSONNEL

SECTION 4.308 PERSONAL ILLNESS/INJURY LEAVE (SICK LEAVE)

Personal Illness/Injury leave shall be granted regular classified employees for reasons including illness, injury, exposure to contagious disease, or disability due to pregnancy. Accrual of full salary leave benefits for full-time employees shall be eight hours per month of service credited at the beginning of each fiscal year (part-time employee benefits shall be prorated). Half salary leave benefits shall be available in an amount that, when combined with the employee's full salary leave, totals 100 days. Full salary leave may be accumulated without limit. Provision shall be made for the conversion of unused leave to service credit upon retirement as required by law.