

Personnel

SUBJECT: PERSONAL ILLNESS

- a) Non-contractual, non-certified full time employees are entitled to the following paid sick leave per year:

19 sick days with accumulation to 265 sick days

Leave for part time employees will be provided on a prorated basis.

- b) After an illness, the Superintendent may require a note from a physician stating that the employee is well enough to return to work.
- c) No unused sick leave will be paid to an employee whose employment has been terminated.
- d) Sick leave pay and disability pay may not be collected at the same time. Therefore, any benefits to which an employee is entitled under disability will be paid to the District while the employee is receiving sick leave pay.
- e) Leaves for family illness may be taken from sick leave time.

Retirement

- a) Full time employees retiring into the New York State Employees Retirement system (ERS) under *Section 41-j* have the option of applying 165 days of unused, unpaid sick leave towards additional credit for retirement (.46 years of additional credit). Additionally, the District shall pay \$50 per day up to 100 accumulated sick days over the 165 used for *Section 41-j* upon retirement from the District for non-certified employees. To be eligible for this benefit an employee shall notify the District in writing of his or her intent to retire at least 90 days prior to the effective date of retirement.
- b) Employees have two options for the payment from the District:
1. Lump sum payment made directly,
 2. Or, the sum may be credited to the account of the retiree to pay the retiree's share of health insurance, if eligible according to the schedule in Policy #6510, until the sum is exhausted. Thereafter, the retiree shall be responsible for his or her share of insurance costs according to the schedule in Policy #6510.