

## Personnel

### Leave Sharing

The district will establish and administer a leave sharing program through which eligible employees may donate excess leave for use by an eligible staff member.

Such a program is intended to extend leave benefits to a staff member who otherwise would have to take leave without pay or terminate their employment with the district.

The Superintendent or designee is directed to develop a procedure for administering the leave sharing program in a manner consistent with state law and applicable collective bargaining agreements.

Cross Reference: Policy - 5021 Conflicts Between Policy and Bargaining Agreements

Legal References: RCW 28A.400.380 Leave sharing program  
RCW 41.04.650-671 Leave sharing program - Intent  
Chapter 392-126A WAC Finance – Shared Leave

Classification: Encouraged

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