

12.4 Paid Leaves:

A. Sick Leave

Sick leave is defined as personal illness or disability of the employee or illness or death of a member of the immediate family. "Immediate family" shall be defined as a spouse, parent, child, brother, sister, grandparent, parent-in-law, **foster child**, other close relative, or any relative or dependent who resides within the employee's household.

Each employee employed on a full-time basis shall be entitled to four (4) days of sick leave as of the last day of the first month of employment of each contract year and shall thereafter earn one day of sick leave for each month of employment, which shall be credited to the member at the end of the month and which shall not be used prior to the time it is earned and credited to the member; provided, that the member shall be entitled to earn no more than one (1) day of sick leave times the number of months of employment during the year of employment; provided, that such leave shall be taken only when necessary because of sickness as herein described. Such sick leave shall be cumulative from year to year, and provided further, there shall be no limit on the number of days of sick leave an employee may accrue.

In the event that five (5) or more consecutive sick leave days are necessary, the employee may, at the request of the appropriate supervisor, be required to provide verification of illness. In certain circumstances, employees who are habitually absent may be required by his/her immediate supervisor to provide verification of illness upon request. This may be earlier than five (5) days as outlined above. The employee shall be notified in advance when the requirement to provide verification earlier than 5 days is to be requested.

Any full-time employee may donate his or her accrued sick leave to any other full-time employee of the District subject to School Board policy.

J. Employees shall use sick leave for sick or personal reasons (the six-day cap for personal reasons is being removed).

Deleted language is identified with a ~~strikethrough~~.

New language is identified in **boldface and is underlined**.

BESPA Proposal #9
September 29, 2025
Family Medical Leave

A. Eligibility:

All full-time employees covered by this agreement who have worked for the Board at least twelve (12) months preceding the start of leave may be entitled to a total of twelve (12) work weeks of leave during any twelve (12) month period when leave is taken for one or more of the following circumstances:

1. The birth of a son or daughter of an employee and to care for the child.
2. The placement of a son or daughter with an employee for adoption or foster care.
3. To care for the spouse, son, daughter or parent of an employee, if the family member has a serious health condition.
4. The employee is unable to perform the functions of the position because of the educational support personnel's own serious health condition.

Employees shall have the option to use any combination of paid or unpaid leave (employees are not required to exhaust paid leave before entering unpaid leave).

12.10 An employee is entitled to a maximum of three **up to five (35)** days per school year **incident** of paid leave for bereavement, which may include making arrangements for or attending the funeral of a member of the immediate family. "Immediate family" shall be defined as a legally recognized spouse, parent, child, brother, sister, grandparent, grandchild or parent-in-law **of the employee or his/her spouse.**

- a. **If the funeral is to be held within 250 miles of the employee's home, the employee shall be allowed to utilize a maximum of three (3) days of bereavement leave.**
- b. **If the funeral is to be held more than 250 miles from the employee's home, the employee shall be allowed to utilize a maximum of five (5) days of bereavement leave.**

Deleted language is identified with a strikethrough.

New language is identified in **boldface and is underlined.**

12.11 Parental Leave:

The Paid Parental Leave program will provide up to five (5) days of paid leave to active full-time employees due to the birth of a child, or placement of a child for adoption. Employees may combine Paid Parental Leave with accrued Sick Leave and other approved leave types during their absence.

A. To be eligible for Paid Parental Leave, an employee must formally apply for, meet Family Medical Leave Act (FMLA) eligibility requirements, and submit the appropriate FMLA form. Employees who fail to meet the requirements shall be deemed ineligible for Paid Parental Leave. Any leave granted pursuant to this section will count toward the employee's FMLA entitlement.

B. Paid Parental Leave may be used on any regularly scheduled workday falling within the contracted school year, within a period of six (6) weeks following the birth of the child or placement for adoption. The time period for utilization of the paid parental leave may be extended based on medical necessity, as indicated by the employee's physician.

C. Notice of an anticipated leave should be given at leave 30 days in advance. If the employee learns of the birth or adoption less than thirty (30) days in advance, the employee shall give the notice as soon as reasonably possible.

D. Paid Parental Leave granted pursuant to this article shall only be applicable to contracted workdays and shall in no event extend beyond the end of the 196-day contracted work year or cause the employee to be paid in excess of the total salary allocated to be paid in the contract year. Paid leave under this agreement shall be paid at one hundred percent (100%) of the employee's hourly rate of pay for the standard workday.

12.12 Employees shall not be charged leave on days when the district or their worksite is closed and the employee is not required to work.

TA'D on _____

Josh Balkom, BDS Chief Negotiator

Carol Croon, BESPA President

Michael Petty, MSSU Executive Director

Deleted language is identified with a ~~strikethrough~~.

New language is identified in **boldface and is underlined**.