

# FORT LA BOSSE SCHOOL DIVISION

## TITLE - **NON-UNIONIZED SUPPORT STAFF SICK LEAVE\***

POLICY - **GDCA**

Cross Reference -

Resolution # - 74/18

Legal Reference -

Last Reviewed - 23/04/18

Non-unionized support staff sick leave benefits will be subject to the following terms and conditions:

1. All regular non-teaching full time or part-time employees (except casual help) of the Fort La Bosse School Division will be credited at the beginning of each school year with twenty (20) additional sick leave days;
2. Unused sick leave days at the end of that same school year will be carried forward as available sick leave days for subsequent years;
3. The maximum number of available days that may be carried forward will not exceed one hundred and twenty-four (124) sick leave days;
4. For the purposes of this policy the term "year" will refer to the period from the beginning of the Fall term, up to and including the day prior to the beginning of the Fall Term of the next succeeding school year;
5. An employee hired other than at the beginning of the year will be entitled to a fraction of the twenty (20) days sick leave equal to the fraction of the remaining part of the year;
6. The Board may require the sickness to be certified by a Physician, who may be appointed by the Board; and
7. As required under the Employment Insurance Act Section 69;1(b), the amount (5/12<sup>th</sup>) of premium reduction allowed in each year will be passed on to employees by allocating this amount to the Professional Development budget of the non-teaching employee groups.

