

**PARK COUNTY SCHOOL DISTRICT #6  
BOARD OF EDUCATION POLICY**

**CODE: GCCAA: PM**

**CERTIFIED STAFF ILLNESS, BEREAVEMENT LEAVE,  
AND RETIREMENT INCENTIVE**

Certified employees shall be granted twelve (12) leave days per year for personal illness, family illness and bereavement leave, accumulative to 160 days. In order to qualify for personal or family illness leave benefits under this policy, the Board and/or its designee reserves the right to require the employee to submit a personal affidavit and/or a physician's statement verifying that the employee or member of the immediate family or someone substantially under the care of the employee as approved by the superintendent or his/her designee, was ill on the days claimed.

In the event of a death in the family or a person established as a significant other, as defined in policy GCCAAC, to the employee, the benefits under this policy may be used for bereavement leave. The Board or its designee reserves the right to require the employee to stipulate the circumstances of the requested bereavement leave and approve such leave for a significant other. The Board and/or its designee also reserves the right to stipulate length of bereavement leave per occurrence.

In the event the employee's absence is due to a work-related illness or injury for which the employee is receiving worker's compensation benefits, the employee will be entitled to receive sick leave only in the amount equivalent to the difference between the worker's compensation benefit received and the regular salary the employee would have received had he/she elected to take sick leave. For purposes of calculating the amount of sick leave used, any payment used to supplement the worker's compensation benefit which is less than one-half day's salary shall count as one-half day's sick leave for each day the benefit is received. In the event of payment of sick leave prior to a determination by Workers compensation that an individual is entitled to an award of Workers Compensation to the employee for wages, which determination is made retroactive, the employee will be given the option of repaying to the District any overpayment received by the employee for sick leave or, alternatively, having the district withhold future sick leave payments until the overpayment is made up.

Based upon an agreement between the certified staff and the Board of Trustees (IBPS), certified instructional and certified non-instructional staff who have 15 years of continuous employment with the district, who have accumulated at least 60 days of sick leave and who tender their notice to retire from the district on or before the 15<sup>th</sup> day of February in any given year, will receive an incentive payment of fifty dollars (\$50.00) per day for all sick leave days accumulated by the employee beyond the 60<sup>th</sup> day up to including the 160<sup>th</sup> day of accumulated sick leave. For example, a retiree with 80 accumulated sick leave days will receive an incentive payment for the 20 days accumulated beyond the 60<sup>th</sup> day through the 80<sup>th</sup> day. This benefit shall remain in place until February 16<sup>th</sup>, 2019, unless the Board of Trustees takes additional action to modify or extend this incentive beyond February 16<sup>th</sup> 2019.

Adopted: 12/16/97  
Revised: 1/16/01  
Revised: 1/15/13  
Revised: 12/15/15