

CATASTROPHIC LEAVE: EMPLOYEES

When a catastrophic illness or injury incapacitates an employee, or an employee's family member*, fellow employees may donate accrued vacation and sick leave credits to that employee under the specific requirements of the District's catastrophic leave program. Donations made under the catastrophic leave program shall be strictly voluntary and donors shall sign a form acknowledging that the transfer of leave credit is irrevocable.

The Board reserves the right to discontinue the catastrophic leave program at its discretion at any time; however, any employee or employees utilizing donated leave credits at the time the Board determines the program is to be discontinued, shall be allowed to continue to utilize donated leave credits until such time as the maximum benefit has been received or all donated eligible leave credits have been exhausted. An employee requesting catastrophic leave due to a catastrophic illness or injury of a family member must first have administrator/manager approval and exhaust all applicable and available accrued paid leave credits including any sick leave at full pay per California Labor Code, any available vacation leave, and any other accrued leave balances under applicable law.

Reference:

California Labor Code §233

*"Family member" includes the employee's spouse or registered domestic partner, the employee's child (or any person for whom the employee acts as legal guardian), sibling or parents; the child (or any person for whom the employee acts as legal guardian) or parent of the employee's spouse or registered domestic partner; and any relative residing in the immediate household of the employee.