

At the beginning of each new employment year and thereafter as necessary during the employment year, each certified employee of St. Maries Joint School District No. 41 shall be entitled to sick leave with full pay of one (1) day for each month of service, or major portion thereof; provided, however, that each certified employee who completed full-time service for the full school year shall accumulate ten days (75 hours) of sick leave with no limitation upon the accumulation of unused days, subject to the limitation provided under Idaho Code.

The Board of Trustees may require proof of illness adequate to protect the District against malingering and false claims of illness.

Unused sick leave days shall be accumulated from year to year as long as a certified employee remains continuously in the service of the District with no limitation upon the accumulation of unused days. Termination of employment in the District shall terminate sick leave rights, both current and accumulated, except when such certified employee is employed by another District or another State educational agency during the year immediately following the year of termination; and with no limitation upon the accumulation of unused days can be credited to the certified employee by the District or State educational agency thereafter employing such employee.

Certified employees are able to verify their individual sick leave data through the District's electronic Human Resources employee access system.

Sick leave shall only be accrued and used during the regular school year as determined by the Board of Trustees. Temporary employment during the summer months when school is not in session does not qualify for use or accrual of sick leave time.

**Policy Cross Reference:**

Policy 402.16                      Accumulated Sick Leave Days

**Legal Reference:**

Idaho Code §33-1216              Sick and Other Leave  
Idaho Code §33-1217              Accumulation of Unused Sick Leave Transfer  
Idaho Code §33-1218              Sick Leave in Excess of Statutory Minimum Amounts

**Policy History:**

Adopted:                              06/12/1978  
Amended:                             08/09/1982  
Amended:                             10/30/1989  
Reviewed:                            12/04/2008  
Reviewed:                            08/19/2013  
Amended:                             08/19/2013  
Reviewed:                            05/13/2015  
Amended:                             05/13/2015  
Reviewed:                            05/09/2022