

SICK DAYS

By action of the Board of Trustees, the sick days regulations will apply to all full-time employees of the Jackson Public School District.

SECTION I: DEFINITIONS

A full-time employee is any person employed on a regular basis and working the number of hours designated for that job.

SECTION II: SITUATIONS FOR WHICH SICK DAYS MAY BE GRANTED

- A. The actual period of temporary disability caused or contributed to any personal illness, injury, or other temporary disability that prevents an employee from performing his or her usual duties.
- B. Illness in the employee's immediate family that necessitates the employee's attendance. Immediate family is defined as spouse, children, parents, grandparents, grandchildren, or anyone of like relationship by marriage, or persons standing in loco parentis, or another family member when the employee is the sole caregiver. Verification of need may be required.
- C. Medical or dental appointments.

SECTION III: SICK DAY CHARGES

- A. The minimum sick day time that may be taken is one-half of one day in any given workday. Only sick days taken on actual workdays shall be charged in calculating the number of sick days taken.
- B. The Jackson Public School District's workers' compensation policy (GADEAA) requires employees who sustain job-related injuries to use sick days.

SECTION IV: METHOD OF CALCULATING SICK DAYS

Each full-time employee of the Jackson Public School District who begins work on the date specified for that job will be eligible for the number of days set forth in the chart below depending upon the number of paid days for that job in the district's work calendar. A full-time employee who begins work after the beginning date specified for that job will be eligible for a pro-rata number of sick days depending on the number of days remaining in the district's work calendar. Sick days for certified employees will be accrued in compliance with state law. Upon retirement, sick days shall be payable in accordance with state law which currently allows payment for a maximum of 30 days of sick leave upon retirement. A licensed employee may be paid at a rate equal to the amount paid to substitute teachers for no more than thirty (30)

SECTION V: ACCUMULATING SICK DAYS

Unused sick days shall accumulate without limitation from the most recent date of uninterrupted employment with the Jackson Public School District. An employee cannot earn sick days while on leave of

employee should die before the bank of days has been exhausted, all compensation shall cease upon the day of death.

SECTION IX: TERMINATION OF SERVICE WITH DISTRICT

Upon termination of employment, unused sick days for which the employee is entitled to full pay will be counted as creditable service for purposes of the retirement system to the extent provided in Section 25-11-103 of the Mississippi Code and the policies of the Public Employees' Retirement System.

SOURCE: Jackson Public School District, Jackson, Mississippi

LEGAL REF.: Miss. Code Ann. §§ 25-3-95; 25-11-103; 37-7-307

DATE: June 16, 1981

AMENDED: Section IIC, Revised January 18, 1982
Section V, Revised October 25, 1982
Sections IV and VI, Approved January 25, 1983, Effective July 1, 1983
Section XI, July 16, 1984
Section IV, May 20, 1985, Effective July 1, 1985
July 16, 1990
Section XI, March 17, 1992
August 16, 1993
June 13, 1994
December 15, 1997
June 20, 2005
August 3, 2021
February 6, 2024
October 1, 2024

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December 6, 2016
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