

SICK LEAVE

This is a benefit for classified employees. Starting the day they are employed, an employee's sick leave is accrued each pay period at a rate of 10 hours per month, which is equivalent to 15 days per year. There is no maximum accumulation for sick leave. If an employee is laid off, or retires, they receive one hour of annual leave for every 2 hours of sick leave up to a maximum of 1,040 annual leave hours.