

**BOARD OF TRUSTEES
CARSON CITY SCHOOL DISTRICT**

**POLICY No. 426
CLASSIFIED STAFF**

PAYMENT OF SICK LEAVE

The value of a classified employee's unused sick leave shall be paid to the estate of any classified employee who dies while in the employment of the District at the rate of said employee's daily wage at time of death, for a maximum of sixty (60) days.

Payment for unused sick leave will be granted upon voluntary termination from the Carson City School District on the following conditions:

1. Employees must have completed ten or more consecutive years of service with the School District.
2. Accumulated sick leave will be paid at the following specified percentage of the classified employee's daily rate of pay at time of termination, for a maximum of 140 days for any one individual:
 - a. For classified employees with more than ten, but less than fifteen years of service, at 14% of the daily rate of pay;
 - b. For classified employees with more than fifteen, but less than twenty years of service, at 16% of the daily rate of pay;
 - c. For classified employees with twenty or more years of service, at 18% of the daily rate of pay.
3. To qualify for payment of unused sick leave a classified employee must give notification of intent to terminate at least three weeks before the effective date of termination.

Adopted: August 29, 1979