

Human Resource Services

Leaves: Non-Represented Employees

Leave Group	Vacation	Sick Leave	Vacation Carryover	Personal Necessity	Workers' Comp	Emergency	Bereavement	Imminent Death	FMLA/CFRA*	May Request Pay Out:
SUPV Supervisory Non-Represented	1-14 Yrs = 20 Days 15+ Yrs = 22 Days 22 days per year for 12 month employees (AR#4313.3)	13 Days Unlimited Accrual	40 days maximum Evaluated June 30 th of each school year. All days over the max will be capped until brought down	9 Days Annually Deducted from sick leave accrual.	60 Days per recognized injury	3 Days Full Pay	4 Days Full Pay 1 Day Full Pay for travel for more than 250 miles.	3 Days Full Pay	12 Weeks Unpaid Qualify after working 12 consecutive months and at the time of the request 1,250 hours Exception is CFRA for "Parental"-Baby Bonding 12 weeks paid Qualify after working 12 consecutive months Does not accumulate, but remaining balances may apply.	Not Applicable

* Family Medical Leave Act leave runs concurrently with sick leave (for an employee's own illness), vacation, all other types of paid time (i.e. comp time), Workers' Compensation, and Pregnancy Disability. California Family Rights Act runs concurrently with sick leave (for an employee's own illness and "Parental": Baby Bonding), vacation, all other types of paid time (i.e. comp time), and Workers' Compensation. Employees may use up to 40 hours of unpaid leave, vacation, or comp time off each school year to participate in school or day care activities. Such leave shall not exceed 8 hours in any month of the school year and reasonable notice must be given.



Leaves: Non-Represented Employees

(NON-REPRESENTED SUPERVISOR, CONFIDENTIAL, NON-REPRESENTED MANAGEMENT, ROTC)

Leave Group	Vacation	Sick Leave	Vacation Carryover	Personal Necessity	Workers' Comp	Emergency	Bereavement	Imminent Death	FMLA/CFRA*	May Request Pay Out
MGMT - WV Management With Vacation Non-Represented	22 Days 22 days per year for 12 month employees (AR#4313.3)	13 Days Unlimited Accrual	40 days maximum Evaluated June 30 th of each school year. All days over the max will be capped until brought down	9 Days Annually Deducted from sick leave accrual.	60 Days per recognized injury.	3 Day Full Pay Not deducted from sick leave accrual.	4 Days Full Pay 1 Day Full Pay for travel for more than 250 miles Not deducted from sick leave accrual.	3 Days Full Pay Not deducted from sick leave accrual.	12 Weeks Unpaid Qualify after working 12 consecutive months and at the time of the request 1,250 hours Exception is CFRA for "Parental"-Baby Bonding 12 weeks paid Qualify after working 12 consecutive months Does not accumulate, but remaining balances may apply.	Not applicable

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Leave Group	Vacation	Sick Leave	Vacation Carryover	Personal Necessity	Workers' Comp	Emer-gency	Bereave-ment	Imminent Death	FMLA/CFRA*	May Request Pay Out
MGMT - NV Management Without Vacation Non-Represented	None	8.667 hours per month for each month worked Unlimited Accrual	Not Applicable	9 Days	60 Days Per Recognized Injury	3 Day Full Pay	4 Days Full Pay 1 Day Full Pay for travel for more than 250 miles	3 Days Full Pay	12 Weeks Unpaid Qualify after working 12 consecutive months and at the time of the request 1,250 hours Exception is CFRA for "Parental"- Baby Bonding 12 weeks paid Qualify after	Not Applicable
				Deducted from sick leave accrual.		Not deducted from sick leave accrual.	Not deducted from sick leave	Not deducted from sick leave accrual.	Does not accumulate, but remaining balances	

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