



**SECTION: EMPLOYEES**

**POLICY: 334**

**TITLE: SICK LEAVE**

**ORIGINAL:** April 28, 2003

**CURRENT REVISION:** April 4, 2022

**LAST REVIEWED BY THE  
COMMITTEE:**

**I. PURPOSE**

The sick leave policy for administrative, professional, and support employees shall ensure that employees will receive the regular sick leave provided under law, administrative compensation plan, individual contract, collective bargaining agreement, or Board resolution.

**II. DEFINITIONS**

None.

**III. POLICY**

- A. Employees covered by the effective Collective Bargaining Agreement between the Wissahickon Education Alliance and the District shall receive sick leave in accordance with that agreement.
- B. Employees covered by an administrative compensation plan or individual contract shall receive sick leave in accordance with such agreement.
- C. The Board shall provide up to ten (10) days annually for sick leave, which shall be cumulative, to employees not covered by a collective bargaining agreement, administrative compensation plan, or individual contract.
- D. The Board reserves the right to require any employee claiming sick leave to furnish sufficient proof, including but not by way of limitation, a physician's certification, certifying that the employee is unable to perform his or her duties.
- E. The Board reserves the right to require any employee who uses sick leave to undergo an independent medical examination.
- F. The Board reserves the right, on proper notice and sufficiently in advance, to amend, revise, or extend any provision or provisions of this policy.
- G. The Board shall consider the application of any eligible employee for an extension of sick leave, pursuant to law where applicable, when the employee's own accumulated sick leave is exhausted.

**IV. DELEGATION OF AUTHORITY**

- A. The Superintendent or his/her designee shall develop administrative guidelines regulating sick leave absences and ensuring the District's compliance with applicable law.

**V. REFERENCES**

24 P.S. 1154  
24 P.S. 510