

# **Addendum to the Master Contract**

**between**

**School Board of Okaloosa County**

**and**

**Okaloosa Education Staff  
Professionals**

**Agreement reached at the table July 31, 2019**

## ARTICLE 11 - LEAVES

### A. Leave with Pay

#### 1. Sick Leave

f. An employee may authorize the use of his/her accrued sick leave by a spouse, child, parent, **current in-laws** or sibling who is also a School Board employee.

### B. Leave without Pay

#### 1. Medical and Family Leave

a. The Board may approve request for unpaid leave for up to one (1) year due to illness, disability, accident and parental child rearing for the first year after birth/adoption. The Board shall comply with the “Family and Medical Leave Act” provided an application for such benefits is received with the request for leave and the employee qualifies for such leave. ***The employee will not be allowed to return to work or any paid or compensatory status during that up-to one-year of unpaid leave unless he or she agrees to terminate the leave period.***

Provisions of the Family and Medical Leave Act provide for up to twelve (12) weeks of paid health benefits for some employees under certain conditions.

b. The Board will comply with the Family and Medical Leave Act of 1993. The Family and Medical Leave Act entitles an “eligible employee” to take up to a total of 12 work weeks of unpaid leave during any 12-month period for the birth of a child and to care for such child, for the placement of a child for adoption or foster care, to care for a spouse or an immediate family member with a serious health condition, or when he or she is unable to work because of a serious health condition. To be eligible for leave, an employee must have worked for the District for at least 12 months and for at least 1,250 hours during the 12-month period preceding the commencement of the leave. Employee benefits, ***to include sick leave***, shall not be diminished due to compliance with the Family and Medical Leave Act. ***Sick Leave earned while on FMLA can only be used after employee returns to work.*** Family Medical Leave does include unpaid days taken under Parental/Maternity or absence due to illness.

#### 2. Personal Leave without Pay

Absences without approved leave are subject to disciplinary action and/or termination. Employees can be assured that all requests for ~~leave without pay~~ ***Leave without Pay (LWOP)*** will be submitted to the School Board with a recommendation by the Superintendent for approval or non-approval. Employees on personal ~~leave without pay~~ ***Leave without Pay*** will not be allowed to switch to paid leave without first coming back to work. This provision shall have no effect on the use of the sick leave pool.

If an employee is on the Leave without Pay report for taking unpaid leave without their supervisor’s approval, the employee will be removed from the Leave Without Pay report if the

employee does not receive an additional warning **LWOP-related discipline** for twenty-four (24) months.

#### **AGREEMENTS**

- STEMM custodian moves to a Lead Custodian
- ESL Interpreter to Paygrade C, removed from supplement list
- Eliminate Step 0 for bus drivers (Paygrade II)
- Training rate changed to \$9/hour
- Step plus .75% improvement (includes supplements)
- Cleaners .75 improvement to \$12.01
- \$33 increase to longevity stipend at top step