

Leave Options

Type of leave	Description	Form Required?
Illness, injury and emergency leave (AKA sick leave)	<ul style="list-style-type: none"> Used for personal illness or to care for employee's child, spouse, domestic partner, sibling, parent, parent-in-law or grandparent with serious health condition or emergency condition. 	Yes, request for leave of absence form and record absence in Frontline Absence Management
Personal leave	<ul style="list-style-type: none"> Days of paid leave granted for personal reasons; number of days based on CBA 	No, record absence in Frontline Absence Management
Unpaid leave	<ul style="list-style-type: none"> May request full time unpaid leave of absence for school year 	Yes, request for leave of absence form
Emergency Paid Sick Leave Act (EPSLA) expires 12/31/2020	<ul style="list-style-type: none"> All employees eligible 80 hours paid leave maximum the employee or someone the employee is caring for is subject to a government quarantine order or has been advised by a health care provider to self-quarantine; the employee is experiencing COVID-19 symptoms and is seeking medical attention; or, the employee is caring for his or her son or daughter whose school or place of care is closed or whose childcare provider is unavailable for reasons related to COVID-19. 	Yes, Employee Request Form Emergency Paid Sick Leave-Emergency FMLA and record absence in Frontline Absence Management
Emergency Family and Medical Leave Expansion Act (EFMLEA) expires 12/31/2020	<ul style="list-style-type: none"> employee eligible after 30 calendar days worked for District only for use if the employee is caring for his or her son or daughter whose school or place of care is closed or whose childcare provider is unavailable for reasons related to COVID-19. 12 weeks maximum, runs concurrent with FMLA First 2 weeks unpaid, employee may choose to use other available leave Last 10 weeks paid at 2/3 regular rate of pay, no other available leave may be used to supplement 	Yes, Employee Request Form Emergency Paid Sick Leave-Emergency FMLA and record absence in Frontline Absence Management
Washington Paid Family Leave (WPFL)	<ul style="list-style-type: none"> Employee eligible after working 820 hours in past year 1 week not paid, up to 11 weeks paid Cannot use any district or other federal leave concurrently Paid directly from state, qualification and rate of pay determined by state 	Yes, request for leave of absence form and record absence in Frontline Absence Management. Apply for leave at: https://paidleave.wa.gov/
Note: This information is based on current rules, regulations and guidance and may be subject to change		