



**DATE:** November 20, 2024

**TO:** Board of Education

**FROM:** Mrs. Kerstin Kramer, Superintendent Chief Learning Officer

**SUBJECT:** Approve Proposed Revisions to Administrative Regulations 4161.1/4361.1 - Personal Illness/Injury Leave

**PRESENTED BY:** Mike Shepherd, Executive Director of Human Resources

---

**ACTION REQUESTED**

Approve the proposed revisions to Administrative Regulations 4161.1/4361.1 - Personal Illness/Injury Leave.

**BACKGROUND INFORMATION**

Regulation updated to clarify that it applies to certificated employees, including certificated management, and that classified employees, including classified management should refer to Administrative Regulation 4261.1 - Personnel Illness/Injury Leave. Additionally, regulation updated to reflect NEW LAW (SB 848, 2023) which prohibits a district from refusing to grant a request from an employee to take up to five days of reproductive loss leave, and reference NEW FEDERAL REGULATIONS (89 Fed. Reg. 33474) which, for purposes of Title IX, requires the district to treat pregnancy, childbirth, termination of pregnancy, or lactation, including any related medical condition or recovery, as it would any other temporary medical condition for job-related purposes, including leaves. In addition, regulation updated to include that an employee may use sick leave days for bereavement leave.

Regulation also updated to reflect NEW LAW (SB 616, 2023) which extends procedural protections to employees covered by collective bargaining agreements and (1) requires districts that provide sick leave on an accrual basis to provide sick leave accrual at a rate of at least 40 hours or five days by the 200th calendar day of employment, each calendar year, or 12-month period, or (2) for districts that credit employees with sick leave at the beginning of each year, increases paid sick leave to 40 hours or five days.

**RESOURCES REQUIRED:** N/A

**PREPARED BY:** Tichelle Criswell, Administrative Assistant, for Mike Shepherd, Executive Director of Human Resources

Attachments: AR 4161.1/4361.1 - Compared