ATTENDANCE INCENTIVE PROGRAM

The State Legislature in 1980 enacted an Attendance Incentive Program which is oftentimes called "the sick leave buy-back law." The law which was enacted has a direct impact on all District personnel.

- The law provides that up to 45 days of accumulated sick leave may be counted to advance the date of retirement eligibility, but if so used, the days may not be used for compensation.

- The law provides that accumulated sick leave shall be transferred from district to district, or to the SPI office, or the ESD's, or between such offices.

- The law provides that leave accumulated during previous service in a district may, under adopted rules and regulations of that district, be restored to an employee returning to the district after a break in service. It is noted that Tacoma School District No. 10 will restore days of sick leave when a former employee is rehired by the District; provided, however, that said employee did not use any of the days while in the employ of another district, SPI office, or ESD office.

- Sick leave can accumulate only up to the number of contract days agreed to in a given contract.

- An employee has the option to request pay on the basis of one day for each four days for up to 12 days of sick leave balance as of January 1 of each year under the following conditions:

  - An employee must have a minimum balance of 60 days of sick leave after turning in unused sick leave for the prior calendar year.

  - A full-time employee who used twelve (12) sick leave days during the prior calendar year is NOT eligible for sick leave buy-back regardless of the number of accumulated sick leave days.

  - The SPI rules relating to the determination of the 60 days, the days eligible, and the amount to be reimbursed will be followed.

- At the time of retirement or death of an eligible employee, the employee or the employee's estate may apply for payment of the employee's sick leave balance on the ratio of one day of pay for each four days of accumulated sick leave, at the current compensation of the employee.

- The money received at the time of retirement for the Attendance Incentive Program shall **not** be included for the purposes of computing a retirement allowance under any public retirement system. In addition, no retirement contributions will be taken from the employee's annual sick leave cashout pay; however, this pay is subject to Federal income tax withholding and Social Security deductions.

It is hoped that this information calls to your attention some of your rights under the Attendance Incentive Program. It is hoped that each employee will become as knowledgeable as possible regarding the Attendance Incentive Program so that the advantages and disadvantages of each alternative are understood by each staff member.

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