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# MILLER CREEK SCHOOL DISTRICT

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380 NOVA ALBION WAY  
SAN RAFAEL, CA 94903  
TELE: 415-492-3700  
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## **Sick Leave Information**

### **PAID SICK LEAVE**

In accordance with AB-1522: Mandatory Paid Sick Leave law, you are entitled to earn 1 hour of paid sick leave for every 30 hours worked, and you are entitled to begin using the available paid sick leave on the 90<sup>th</sup> calendar day from the first date of employment.

Miller Creek School District will frontload 24 hours of sick leave at the beginning of each fiscal year (July 1). Any unused sick leave does not carry over from year to year. Upon termination, separation, resignation, retirement or other separation from employment, compensation is not provided for accrued, unused paid sick leave.

Please note that once you are eligible to begin using available sick leave, you must first accept a substitute assignment and then cancel the scheduled date/s due to being sick. You will not be allowed to work in another school district the day that you are claiming sick leave from the Miller Creek District. Our sub coordinator will refer you to the correct paperwork to complete and submit.