

# Clackamas Education Service District

Code: **G CBD/GDBD**  
Adopted: 05/20/09

## Leaves and Absences

Leaves of absence for members of the licensed and classified collective bargaining groups shall be specified in the appropriate collective bargaining agreement. Employees in positions recognized by the licensed bargaining group, but who work less than half-time, shall be eligible for paid leaves on a pro-rata basis as provided for in the licensed employees' collective bargaining agreement. Other paid and unpaid leaves will be determined by CESD's collective bargaining agreements.

An employee shall be allowed to transfer up to 75 days of accumulated sick leave earned from another Oregon public employer. The transfer shall be effective after the employee has worked in CESD for 30 days.

CESD reserves the right after an absence of more than five consecutive days, to require proof of personal illness or injury from all employees, including a medical examination by a physician chosen and paid for by CESD. Any employee refusing to submit to such an examination or to provide other evidence as required by CESD shall be subject to appropriate disciplinary action, up to and including dismissal.

All medical information will be kept confidential, in a separate file from personnel records, and released only in accordance with the requirements of the Americans with Disabilities Act or other applicable law.

Sickness or other unavoidable circumstances which prevent a teacher from teaching 20 school days immediately following exhaustion of sick leave accumulated under Oregon law will result in the teacher being placed on unpaid leave for the remainder of the school year or until the teacher's disability is removed and he/she is able to return to work. If the teacher is unable to return to work the following August 1 the Board may terminate the teacher's employment, subject to state and federal law.

END OF POLICY

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### Legal Reference(s):

[ORS 332.507](#)  
[ORS 342.545](#)  
[ORS 342.610](#)  
[ORS 659A.046](#)

[OAR 581-024-0245](#)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2006); 28 C.F.R. Part 35 (2006).  
Family and Medical Leave Act of 1993, 29 U.S.C. §§ 2601-2654 (2006); Family and Medical Leave Act of 1993, 29 C.F.R. Part 825 (2006).

### Cross Reference(s):

ACA - Americans with Disabilities Act  
GBDA - Mother Friendly Workplace