



## PORTLAND PUBLIC SCHOOLS

### Human Resources

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503-916-5766"É"Hcz<"725-916-3107

Portland Public Schools is an equal opportunity and affirmative action employer.

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### PPS/PFSP SICK LEAVE BANK GUIDELINES

1. The Sick Leave Bank resources will be available to PFSP bargaining unit members. These unit members must be employed by the District for two years or more. Two years is defined as at least 384 days of full-time, part-time, miscellaneous or substitute work. This work does not need to be continuous or all within the two years prior to applying for the Bank. The unit member must meet the criteria outlined below and have exhausted all applicable paid leave accounts to include sick leave, reserve sick leave at 2/3 pay, personal and vacation. Employees on paid disability leave, absent because of an injury or illness covered by a workers compensation claim, or on an unpaid