

CONSIDER ADOPTION OF EMPLOYEE DONATION OF PAID SICK LEAVE POLICY

Policy Reference: OE-4

Operational Expectations Personnel Administration

Background Information: The Human Resources Committee recently discussed the possibility of allowing eligible employees to donate accrued sick leave to other employees in need. The proposed policy allows for the direct donation of leave from one active employee to another active employee following the outlined approval policy. After much discussion, the committee believes the proposed plan to be the most feasible.

Purpose: The paid sick leave donation program allows an active employee to donate a portion of his/her accrued paid sick leave to another active employee of Horry County Schools. The recipient must be absent due to a serious health condition, as defined by the Family and Medical Leave Act (FMLA). This program is intended to allow the donation of paid sick leave days to qualifying recipients who are absent from work on authorized leave protected under the law or policy.

For additional information:

Mary Anderson, Chief Human Resources Officer
E-mail: manderson002@horrycountyschools.net
(843) 488-6862

Recommended Action: Allow the implementation of the Employee Donation of Paid Sick Leave Policy effective February 1, 2020.

Estimated Project Cost: To Be Determined

Recurring ☐ Non-recurring ☒

Funding Sources: General Fund