

1 The purpose of voluntary shared leave is to enable employees **and other authorized individuals** to
2 donate earned leave to a fellow employee **or other authorized individual** who has exhausted all
3 earned leave and continues to be absent due to serious medical conditions.

4
5 Donations made pursuant to this policy are voluntary. No employee should feel pressured or
6 coerced to participate. The donating employee may not receive compensation in any form for
7 the donation of leave. Any employee found guilty of giving or receiving compensation may be
8 subject to dismissal as outlined in applicable state law.

9
10 Administrative procedures in conformance with State Board of Education policies will be
11 developed and made available in the human resources office.

12
13 Legal References: G.S. 115C-12.2, -47, -325 (applicable to career status teachers), -325.1 *et seq.*
14 (applicable to non-career status teachers), -336; 16 N.C.A.C. 6C .0402; *North Carolina Public*
15 *Schools Benefits and Employment Policy Manual* (N.C. Dept. of Public Instruction, current
16 version), available at [https://www.dpi.nc.gov/districts-schools/districts-schools-support/district-](https://www.dpi.nc.gov/districts-schools/districts-schools-support/district-human-capital/employee-policy)
17 [human-capital/employee-policy](https://www.dpi.nc.gov/districts-schools/districts-schools-support/district-human-capital/employee-policy)

18
19 Cross References:

20
21 Adopted: March 7, 2016

22
23 Revised: September 21, 2020; **[DATE]**

REVISED