

TRUMBULL COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

Policy

Section 5.18

**RETIREMENT SICK LEAVE AND SICK LEAVE CONVERSION
FOR NON-BARGAINING UNIT EMPLOYEES**

Purpose:

This policy permits employees to request payment of accrued, unused sick leave at the time of their retirement from PERS/STRS retirement from active service with the TCBDD or elect to be paid for a portion of their unused sick leave, once a year provided the employee meets the criteria outlined in this policy.

Policy:

An employee may elect to be paid for unused sick leave, at the time of PERS/STRS Retirement from active service with the TCBDD, if one of the following conditions is satisfied:

If at least five (5) years of an employee's total public service time has been with Trumbull County Board of Developmental Disabilities (TCBDD), Board Employees may elect, at the time of retirement, to be paid in cash for 25% of the value of their accrued but unused sick leave credit.

If at least ten (10) years of an employee's total public service time has been with TCBDD, Board employees may elect, at the time of retirement, to be paid in cash for 40% of the value of their accrued but unused sick leave credit.

If at least fifteen years (15) of an employee's total public service time has been with TCBDD, Board employees may elect, at the time of retirement to be paid in cash for 60% of the value of their accrued but unused sick leave credit.

If at least twenty years (20) of an employee's total public service time has been with TCBDD, Board employees may elect, at the time of retirement, to be paid in cash for 80% of the value of their accrued but unused sick leave credit.

If at least twenty-five years (25) of an employee's total public service time has been with TCBDD, Board employees may elect, at the time of retirement, to be paid in cash 100% of the value of their accrued but unused sick leave credit.

Sick leave payment shall be based on the employee's rate of pay at the time of retirement and eliminates all sick leave credit accrued but unused by the employee at the time payment is made.

If any employee of the Board dies while in active pay status, all accrued sick leave due his or her credit shall be paid to the estate of the deceased employee.

Eligible Board employees retiring from active public service must request such payment in writing to the Superintendent in order to initiate the payment process.

Experience credit for sick leave conversion does not accrue for the period of time when an employee is in a non-pay status, except normal seasonal breaks to service.

A full year of credit for sick leave conversion purposes will be granted to employees for each year that they work and do not have leaves of absences totaling more than one month of service. Seasonal breaks in service will not be deducted from service time. No more than one (1) year of credit will be granted for any twelve (12) month period.

Sick Leave Conversion for Non-Bargaining Unit Employees

An employee may elect to be paid for a portion of their unused sick leave once per year, if one of the following conditions is satisfied.

If at least five (5) years of their total public service time has been with TCBDD, Board employee may elect, in November of each year, to be paid in cash for 25% of the value of up to one-third (1/3) of their accrued but unused sick leave benefit.

If at least ten (10) years of their total public service time has been with TCBDD, Board employees may elect, in November of each year, to be paid in cash for 40% of the value of up to one-third (1/3) of their accrued but unused sick leave credit.

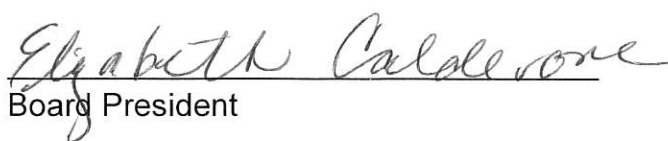
If at least fifteen (15) years of their total public service time has been with TCBDD, Board employees may elect, in November of each year, to be paid in cash for 60% of the value of up to one-third (1/3) of their accrued but unused sick leave credit.


If at least twenty (20) years of their total public service time has been with TCBDD, Board employees may elect, in November of each year, to be paid in cash for 80% of the value of up to one-third (1/3) of their accrued but unused sick leave.

If at least twenty-five (25) years of their total public service time has been with TCBDD, Board employees may elect, in November of each year, to be paid in cash for 100% of the value of up to one-third (1/3) of their accrued but unused sick leave credit.

Sick leave payment shall be based on the employee's rate of pay at the time of request and eliminates all sick leave credit for which they are being paid.

Eligible Board employees must request such payment in writing to the Superintendent in order to initiate the payment process. This can only be requested in the month of November, and payment per the auditors pay schedule.


Board President


Superintendent

Adopted: 5/26/98
Updated: 7/24/2012
Revised: 3/22/2021
Revised: 2/28/2022

References:
ORC 124.38
ORC 124.39