



Employee Sick Leave Policy School Year 2024 - 2025

All CoCoSPA employees will receive 40 hours of sick time, regardless of the FTE they are working.

1. The sick leave hours will be front-loaded at the start of the school year.
2. Once sick leave is exhausted, any additional time needed will be considered Leave Without Pay (LWOP)
3. Any unused balance at the end of the year may roll to the following year, however, there is a cap limit of 80 hours. No time will accrue in follow years until the time is spent down.

[Update to California Law](#)