

SICK LEAVE BUY BACK PROGRAM

FOPE - SECRETARIAL/CLERICAL EMPLOYEES

As a result of your good attendance during the school year, you may be eligible to "buy back" some of your unused sick leave. Eligibility for this incentive shall be based on the employee's attendance from the previous school year, and meet the following criteria:

- Employee must have worked the full assigned fiscal/work calendar year
- For Non Year-Round Employees:
Employee must not have used more than two (2) days of sick leave during the previous school year (includes SCK, SLO, SPR)
- For Year-Round Employees:
Employee must not have used more than three (3) days of sick leave during the previous school year (includes SCK, SLO, SPR)
- Employee must have a minimum of twenty-five (25) accumulated sick leave days remaining **AFTER** the payment for unused sick leave
- FOPE Secretarial/Clerical employees are eligible to buy back up to eight (8) days of unused sick time
- FOPE Secretarial/Clerical employees will be compensated at eighty percent (80%) of their daily rate, minus applicable taxes
- The number of days you "buy back", shall be deducted from your accumulated sick leave balance
- The payment of this incentive shall be paid to eligible employees no later than October 31st of the following school year in which the employee qualified for this incentive pay

The Sick Leave Buy Back (SLBB) window for eligible employees is available each year during the months of August through October

The program is automated and accessible via [Employee Self Service \(ESS\)](#)

For additional information on the Sick Leave Buy Back Program, please visit <https://www.browardschools.com/Page/39156>

Questions regarding the Sick Leave Buy Back (SLBB) can be emailed to sickleavebuyback@browardschools.com