

11/13/12

Research Results (78 responding)

Sick/Annual Leave Carryover?

Alpine – Sick Leave is carried over, but it is not payed out when the employee leaves. Vacation Leave is not carried over, the employee has to use the vacation before the fiscal year has ended or the employee loses it.

Austin – Our policy for sick leave allows employees to carry over an unlimited amount. Employees are allowed to carry up to 240 hours of annual leave per year and any hours over this amount that are not used by June 30th of each year are forfeited.

Baird – annual leave: no more than 20 days, sick leave: no limit;  
No payment for accrued annual leave or sick leave upon end of employment.

Bangs – Sick leave is carried over up to a maximum of 45 days. Vacation days are use it or lose it, no carry over

Baytown – We can carry over 120 hrs for sick and our vacation is 160 hours.

Bellville – sick leave and annual leave are by board approval to carry it to the next year.

Brazoria Co. – 2. Sick is 780 hours, Annual is amount you accrue

Bridgeport – sick can carry over up to 120 days in one calendar year, can carry 10 days into the next fiscal year if more has to have ed approval

Brownsville – Annual Leave – maximum accumulation of 160 hours and Sick Leave – maximum accumulation of 720 hours.

Center – Sick leave maximum of 30 days and Annual leave carry over up to 30 days but must take 1/2 of annual leave each year.

Cleveland – Annual Leave –We may carry over 5 accrued days to the next year  
Sick Leave – We get 12 days per fiscal year with pay. If sick leave is not used for the year, the accrued days may be carried over the next year, but leave may not exceed 120 days in one calendar year.

Coleman – 90 days sick & 10 days annual

Crosbyton – Sick leave is a total of 4 weeks and forfeited when employee terminates. (We are changing the word sick to "personal" @ our board meeting today which will allow employee the ability to use those days for other reasons than just sick.) Annual leave can build up to 4 weeks and if the HA has the funds, if employee terminates in good standing they can be paid for that.

Dallas – We have Personal Time Off – no more sick and annual leave. Staff own it up to a max \$ amnt and there is much less abuse

Denison – Unused annual leave (vacation) may be accumulated up to 20 days and carried over from year to year. Sick leave is accrued at a rate of one and one-fourth working day per month, 15 days pr year, with no limit on carry-over. Employees who are eligible for retirement will be reimbursed upon retirement for accumulated sick leave up to a maximum of 720 hours.

Denton – Sick leave can accumulate up to 6 mo. and is not eligible to be paid out at termination. It can be donated to another employee that has a medical condition and out of sick leave. Annual leave carry over is 240 hours and any excess hours will be lost at anniversary date.

Devine – annual leave carry-over: 30 days sick leave carry-over: accrued days can be carried over to the next year, but leave may not exceed 60 days in one calendar year. Paid a maximum of 10 accrued sick leave days upon resigning, no sick leave paid if terminated for cause.

Dublin – Sick leave carries over up to 200 days if you leave employment, sick leave is not paid upon separation. Vacation: 32 hours can be carried over to the next year with approval from ED.

El Campo – Employees can only carry over 16 hrs. vacation and max out on 48 days or 384 hours of sick leave.

Elgin – We do not carry over any Sick Leave or Vacation, (none accrued.)

Galveston – 300 HOURS, Ours is simply PTO, Personal (or Paid) Time Off. Not broken into Sick and Annual Leave.

Garland – Annual leave is based on the number of years that an employee has worked at the City. There is no sick leave carry over.

Gladewater – Sick leave accrues until separation. Annual must be taken. In rare occasions we may pay for annual leave before fiscal year end.

Goliad – Six days of annual leave can be carried over into the next year. All sick leave carries forward.

Grapevine – Sick Leave = 6 weeks or 240 hours and Annual Leave = 4 weeks 160 hours

Grayson County – My Board just reviewed our sick leave and vacation time. We are to accrue both sick time and vacation time monthly not to exceed 200 hours a year.

Haltom City – Sick leave is carried over annually. Employees receive 8 hours of sick pay per month. After 30 days of accumulated sick pay the employee will receive any sick pay that they don't use in December. Annual Leave: Is not carried over. One year the E.D. received board approval to carry over vacation due to working by herself for most of the year.

Hidalgo Co. – 240 hours for sick leave and 200 hours of annual leave into the following fiscal year.

Houston – HHA does not offer sick leave. We have a Paid Time Off program with a maximum accrual of 480 hours.

Johnson City – "Sick leave accrues to a maximum of 240 hours."  
"Vacation may not be accumulated for more than two (2) years."

Kenedy – Sick leave carries over indefinitely. Annual leave is 20 days.

Lubbock – Our sick leave continues to accrue per pay period to the equivalent of 10 days per year. If someone has an unexpected illness that requires them to be out for an extended period, others may donate sick leave for them. Unused sick leave is not paid to employees upon termination. Vacation accrues at 96 hours for first 5 years, 120 hours the 6th through 10th years and 160 hours at 11 years.

McKinney – We are a small agency and we do not cover disability. Staff is allowed to carry over both sick and annual leave.

Monahans – Maximum accumulated sick leave is 960 hours. Maximum vacation accumulation is twice the annual rate.

Montgomery County – Sick leave can be carried over and but no pay out at the end of employment. We offer two weeks vacation and no carry over, use or lose.

Munday/Knox City – Use it or lose it. Everything resets to zero at beginning of fiscal year.

Nacogdoches – Sick leave can accrue up to 520 hours. Not paid at employment end. Vacation time may be accumulated, not to exceed thirty (30) days in

addition to that accrued in the current calendar year. Any accrued vacation time in excess of thirty days, if not taken by December 31, will be forfeited.

New Boston – Sick Leave -- only 520 hours accumulated at Dec 31. This covers short-term disability so long-term disability can kick in. Annual Leave -- total of two years accumulated with no carry-over

Nocona – Accrue up to 30 days sick leave Accrue up to 30 days vacation

Olton – No carry over on sick leave or personal leave.

Orange – Sick Leave –Total accrual    Annual Leave – 80 hours

Pharr – For Annual Leave, if the employee is terminated, resigns or retires, the employee will receive pay for accumulate leave not to exceed 45 business days. Restriction shall not apply to FLSA exempt management. For Sick Leave: If the employee is terminated, resigns or retires, and the employee was employed by the PHA for at least 10 years continuously, then employee is eligible to receive pay for accumulated leave not to exceed 45 business days. Employee is not eligible to receive sick leave pay if employee separates from the PHA before 10 years of employment. Restriction shall not apply to FLSA exempt management.

Post – If sick leave is not used for the year, the accrued days may be carried over to the next year, but leave may not exceed 120 days in one calendar year. No employee shall carry over into the next fiscal year more than 10 accrued days of vacation leave unless approved by the ED.

Poteet – No carryover, not payable at termination.

Robert Lee – Sick leave can be carried over to the next year, but may not exceed sixty days in one year. Annual leave cannot be carried over into the next fiscal year unless approved by the E.D.

Round Rock – Sick leave: Maximum of 720 hrs (90 days) Annual leave:  
<3 years of service, earn 8 hours/month, maximum carryover of 192 hours  
3–10 years of service, earn 10 hours/month, maximum carryover of 240 hours  
>10 years of service, earn 12 hours/month, maximum carryover of 288 hours

Rusk – No longer carry over AL or SL, if not taken within the year.

San Antonio – We don't have sick leave; all combined into PTO (personal/paid time off). We max out at 360 hours (45 days). All PTO is carried over up to the max; then it becomes use/lose after 45 days has been reached.

San Marcos – 12 days for each

Seguin – Sick Leave can be accrued continuously but is only payable due to retirement, separation, death when the employee has 25 years of continuous service and then the pay is for 240 hours/30 days at full rate. Annual Leave is allowed to be carried over for 1 year in addition to the current year's leave time. If the amount of 1 year's leave at the end of the fiscal year exceeds the allowable it is lost. (Hence, you use it or you lose it!) If you are max with 240 hours you can carry over the 240 hours but no more.

Stamford – We earn one sick day and one vacation day per month. Sick day we can accumulate up to 120 days then it stops. Vacation on January first of each year cannot carry over more than 24 days.

Stanton – Employees may carry over up to one year's worth of vacation pay, and up to 120 days of sick leave

Taft – we do not carry sick days over. We only carry over 5 Annual Leave days as well.

Tatum – no carry over for sick leave. Annual leave is carried over.

Teague – part time – After one year, employees receive one week (four days) vacation. After three years, two weeks (eight days).

Temple/Belton – We have personal and major medical leave. Major medical leave accrues at the rate of four hours per month for a maximum of 60 days. If employed 10 years or more when leaving employment, employee gets 50% of the value of that leave paid. For personal leave we get 15 days per year if employed 10 years or less and 21 days per year if employed more than 10 years. You can accrue up to two years worth of leave. Employees are allowed to sell their leave to get extra pay if they don't want to use it all. You have to use personal leave for minor illness. You cannot use major medical until you have been sick more than five working days unless you are hospitalized and then it starts immediately.

Terrell – We are a dept of the City and they allow a carry over each year: 168 hrs of vaca, and 720 hours of sick time.

Texarkana – Sick – 520 hours; Annual – 240 hours

Texoma COG – Sick leave carries over each year Maximum carry-over annual leave is 120 hours

Trinidad – Sick leave/personal days do not carry over. Annual Leave will roll over up to 3 wks.

Uvalde – Sick Leave cannot exceed a maximum of 60 days available in any benefit year. The maximum amount of available vacation time available in a single benefit year cannot exceed 20 hrs.

Walker Co. – Sick leave – 480 hours Vacation – 160 hours

Yoakum – Sick Leave entire balance can carry over  
Annual leave only 40 hours can carry over everything else is forfeited