

Transfer of Accumulated Sick Leave

Name: \_\_\_\_\_

Employment type:  Certificated (E.C. 87782) or  
 Classified (E.C. 88202)

Last 4 Digits of SS#: XXX-XX-\_\_\_\_\_

Accumulated (earned but unused) leave of absence for illness or injury:

Days \_\_\_\_\_  Hours \_\_\_\_\_

Date service began in transferring district: \_\_\_\_\_

Date such service terminated: \_\_\_\_\_

\_\_\_\_\_ Transferring District (or agency)  
\_\_\_\_\_ Address  
\_\_\_\_\_ City, State, Zip

I certify the above statement of accumulated sick leave to be true and correct.

Please send one copy of the above information to:

**San Bernardino Community College District  
Payroll Department  
114 South Del Rosa Drive  
San Bernardino CA 92408**

Thank you for your assistance.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**Education Code Sections Cited:**

**87782.** Any academic employee of a community college district who has been an employee of that district for a period of one school year or more and who accepts an academic position in a school district or community college district at any time during the second or any succeeding school year of his or her employment with the first district, or who, within the school year succeeding the school year in which the employment is terminated, signifies acceptance of his or her election or employment in an academic position in another district, shall have transferred with him or her to the second district the total amount of leave of absence for illness or injury to which he or she is entitled under Section 87781. The board of governors shall adopt rules and regulations prescribing the manner in which the first district shall certify to the second district the total amount of leave of absence for illness or injury to be transferred. No governing board shall adopt any policy or rule, written or unwritten, which requires any employee transferring to its district to waive any part or all of the leave of absence which he or she may be entitled to have transferred in accordance with this section

**88202.** Any classified employee of a community college district, school district, or county superintendent of schools who has been employed for a period of one calendar year or more whose employment is terminated for reasons other than action initiated by the employer for cause and who subsequently accepts employment with a community college district or county superintendent of schools within one year of the termination of his or her former employment, shall have transferred with him or her to the employing community college district or county superintendent of schools the total amount of earned leave of absence for illness or injury to which he or she is entitled under Section 45191 or **88191**. This transfer shall be in the same manner as is provided for academic employees.

In any case where an employee was terminated as a result of action initiated by the employer for cause, the transfer may be made if agreed to by the governing board of the community college district or the county superintendent of schools newly employing the employee.

All or any part of the previous service, not separated by a break in service greater than one year as of the last day of paid service, may, if agreed to by the employing entity, be construed to have been served in the employing community college district or county superintendent of schools of employment for seniority purposes, except that the previous service may not be counted, for seniority purposes, when position or personnel reduction is ordered, for any reason, by the board.

No governing board of a community college district shall adopt any policy or rule, written or unwritten, that requires all classified employees, or any individual classification, or group of classifications of employees transferring to its district to waive any part or all benefits which they may be entitled to have transferred in accordance with this section.

This section shall apply to community college districts that have adopted the merit system in the same manner and effect as if it were a part of Article 3 (commencing with Section 88060) of this chapter.