

RESOLUTION 11-2017

A RESOLUTION AMENDING RESOLUTION #005-2017 WHICH ADOPTED AN AMENDED PERSONNEL POLICY FOR THE TOWN OF CRESTONE.

WHEREAS, Resolution #005-2017 adopted an amended Personnel Policy for the Town of Crestone and whereas such policy provided for Holiday and Personal Leave time for employees, but did not address "Sick Leave," and

WHEREAS, the Town Board of Trustees desires to adopt a Sick Leave Policy for its employees,

NOW THEREFORE be it resolved, by the Board of Trustees of the Town of Crestone, that the Town of Crestone Personnel Handbook as amended by Resolution #005-2017 be amended to read as follows:

6. Leave Time

6.1 Holidays, Personal Leave and Sick Leave

6.1.03 Sick Leave

Sick leave provides time off for employees for illness or incapacity resulting from injury and may be used for doctor or dentist visits that cannot be scheduled at times other than the workday, absence for maternity or absence for serious illness or injury in the employee's immediate family. Sick leave shall not be paid to employees and shall only be considered as excused time off from work. Any employee taking sick leave in excess of five (5) consecutive working days shall provide a letter from a licensed medical professional justifying the absence. Sick leave shall not be cumulative from year to year. Chronic absenteeism will subject the employee to review by the Board of Trustees of the Town of Crestone to determine whether there has been abuse of this policy.

DONE and SIGNED this 14th day of August, 2017.


Kairina Danforth, Mayor

ATTEST:


Allyson Ransom, Town Clerk

INCORPORATED