

Executive Summary of New Policy Dated December 5, 2022
Pinal County Policy and Procedure 7.32 - Sabbatical Leave(Single Period Leave)

The proposed new policy, Single Period Leave (Sabbatical), was previously included in the Pinal County Policy and Procedure 7.30. A separate policy was created to allow for an expansion of the program as outlined below. These changes are submitted respectfully for the purpose of improving our ability to attract and retain employees. By offering paid Sabbatical Leave at critical points in their career employees are more likely to remain an engaged and productive employee at Pinal County. These proposed changes reflect the County's appreciation for the health, safety, and wellbeing of its employees and their families and reflect the County's priority to offer opportunities that promote and maintain a work-life balance.

Proposed Changes:

- Remove Sabbatical (Single Period Leave) from the Vacation Leave Policy and create a separate policy for ease of access and clarity.
- Create earlier opportunities at critical stages of an employees tenure to allow them to take meaningful time away from work, positively impacting a greater portion of our population in order to increase retention.
- To promote meaningful opportunities for leave for all levels of wage earners.
- Provide clear performance eligibility guidelines that reflect the Board of Supervisors commitment to acknowledging and rewarding personal performance and dedication.
- Separate Sabbatical Leave period from Terminal Leave to delineate ongoing employment from those who are separating from employment with Pinal County.
- Allow for two distribution options when taking Sabbatical Leave. Earlier leaves will allow for pay options when paired with accrued vacation or compensatory time.