

Mt. Blue Regional School District - Earned Paid Leave
(Administration) Side Agreement

This Side Agreement is made this 1st day of July, 2025, by and between the RSU 9 Board of Directors ("the Board") and the Mt. Blue Administrators Association ("the Association") (collectively "the Parties").

WHEREAS, effective January 1, 2021, Maine has enacted a new Earned Paid Leave law (26 M.R.S.A. §637) which permits employees to accrue one hour of earned paid leave for every forty (40) hours worked, beginning with the first day of employment, up to a maximum of forty (40) hours per year;


WHEREAS the new law does not entitle employees who already receive paid leave benefits from their employer to any additional paid leave, so long as existing leave policies permit employees to use up to (40) hours of paid leave per year, in no less than one hour increments, for any reason, subject to reasonable notice limitations depending on the use of the leave; and

NOW, THEREFORE, in order to meet the statutory requirements under 26 M.R.S.A. §637, the Parties hereby agree as follows:

1. Employees may use the first forty (40) hours of any leave (sick, family sick, personal, vacation, etc.) in each year in increments of (1) hour;
2. To ensure compliance with 26 M.R.S.A. §637, up to 2 days of sick leave in Section A of the contract can be applied toward the 40 total hours of earned paid leave. Thus, while this side agreement is in effect, up to 3 days of vacation leave Section L may be used for any reason to be applied to earned paid leave. However, so as to avoid burdening school operations and to ensure leadership coverage in each building, planned vacation leave (i.e., non-emergency leave) requires 5 business days of prior written notice and may not be used: (a) on staff workshop days; (b) administrator leadership and planning days; (c) Open House; and/or (d) Parent/Teacher Conferences.
3. In general, planned earned paid leave should not be used for more than three (3) consecutive days in a row.
4. Employees who request Earned Paid Leave for emergency purposes shall be required to provide a general description of the purpose of the leave and may be required to provide appropriate documentation demonstrating the necessity of using leave when absent for more than three (3) consecutive days or when using leave for non-emergency purposes;

5. The Parties recognize that, pursuant to 26 M.R.S.A. §637(7), the Maine Department of Labor has the exclusive authority to enforce the requirements of the new law, which are otherwise not subject to the grievance procedure;
6. In the event that the Legislature and/or the Maine Department of Labor determines that 26 M.R.S.A. §637 should not/does not apply to public school units, this Side Agreement shall expire on its own accord at that time.
7. Earned Paid Leave runs concurrently with all types of paid time off or leave (sick or vacation).

	5/28/25
President of the Mt. Blue Administrators Association	Date

	5/28/25
RSU 9 Board of Education Chair	Date