

Personnel – Certified/Non-Certified

Long-Term Leaves

Maternity Leave

Disabilities caused by pregnancy, miscarriage, abortion, or childbirth and recovery from shall be treated like any other temporary non-job related disability. Accordingly, employees shall be granted a leave of absence and may use accumulated paid sick leave to continue to receive pay during the period of such disability.

Documentation from the employee's physician shall be required in order for the employee to be eligible to use accumulated paid sick leave. Such documentation should include the anticipated length of the disability period.

Child-rearing Leave

Any employee (male or female) may request an unpaid leave of absence following the birth or legal adoption of a child. Approval of such leave is at the discretion of the Superintendent. Such leaves shall not exceed one year in duration. The employee must provide at least two months' notice of their intention to return to work.

Employees eligible for vacation leave may utilize accrued vacation leave to receive pay during child-rearing leave up to the extent available. Sick leave may not be utilized during a child-rearing leave.

Employees on child-rearing leave may continue to receive health insurance benefits by paying to the Board the COBRA rate.

Application of the Family and Medical Leave Acts

Under the Federal Family and Medical Leave Act employees are entitled to take unpaid leaves of absence for up to twelve (12) weeks in any given calendar year in certain circumstances, including following the birth or adoption of a child. While unpaid, employees on leave designated as a FMLA leave are entitled to continue to receive health insurance benefits, subject to the payment of any applicable co-payment requirements. Any maternity or child-rearing leave taken during a given calendar year shall be counted towards the employee's eligibility of FMLA leave. Sick leave used during the period of disability would be applied concurrently to the FMLA leave.