

CERTIFICATED EMPLOYEE EXTENDED MEDICAL LEAVE

Unpaid extended medical leave will be granted up to twelve (12) weeks in any twelve (12) month period to eligible certificated staff members for the following reasons:

1. the birth or care of a newborn child within one (1) year of the child's birth;
2. the placement or care by way of adoption or foster care with the staff member within one (1) year of the child's arrival;
3. to care for the staff member's spouse, parent or dependent child with a serious health condition;
4. if the staff member's own serious health condition prevents that employee from performing the functions of the employee's job;
5. in qualifying urgent situations arising out of the fact that the employee's spouse, son, daughter, or parent is on active duty or called to active duty status as a member of the National Guard or Reserves in support of a contingency operation.

For purposes of this policy, the twelve-month period is defined as a "rolling period based on the date the leave is requested to begin and looking backward at the last twelve-months of use." Requests for extended medical leave shall be made in writing to the superintendent.

All certificated employees are eligible for EML.

EML is available to extend an employee's leave only after all other leave has been applied. When meeting the requirements set out in the extended medical leave administrative rules, employees are required to substitute paid leave for unpaid extended medical leave according to the terms and conditions of the district's normal leave policies. Employees eligible for extended medical leave must comply with the extended medical leave administrative rules prior to starting EML.-It shall be the responsibility of the superintendent to implement this policy.

The requirements stated in the Negotiated Contract between employees in that certified collective bargaining unit and the board regarding extended medical leave of such employees shall be followed.

Legal Reference: 29 U.S.C. §§ 2601 et seq. (1994)
29 C.F.R. Pt. 825 (1996).

Cross Reference: 415.03 Support Staff Family and Medical Leave