



PINELANDS REGIONAL SCHOOL DISTRICT

Maternity Leave Information

- Leave for birth of a child/maternity should be requested [utilizing this form](#) three (3) months in advance.
- Leave for birth of a child is provided under both the FMLA (Federal) and FLA (State). The FMLA and FLA provide you up to 24 weeks of unpaid leave for maternity/child rearing leave. *Refer to Board Policy #1643.*
- You are eligible to utilize up to 20 illness days prior to the birth of your child and up to 20 illness days after the birth of your child*.

*Based on an Appellate Court decision (February 2000), sick leave is allowable to a pregnant teacher based upon presumptive periods of disability before the expected date of childbirth, and ending one month (20 working days) after child birth. The Appellate Division found this to be reasonable and acceptable use of sick days for maternity leave. Specifically, sick leave may not be used for child rearing purposes by a teacher who is not disabled. We will require a medical certification of the pregnancy establishing an expected date of birth, and require a certification for the actual date of birth. If a teacher wants to work during the four-week period before or after birth, she may do so. However, any teacher who applies for a longer period of sick leave will be required to provide medical certification of her disability.

- You may be eligible to apply for [Family Leave Insurance](#) (FLI) benefits through the State of New Jersey, which may provide you with up to six (6) weeks of monetary compensation. FLI is not a leave entitlement, it is monetary compensation from the State. [NJ State website.](#)

Note: *The FLI will not compensate you during the months you would not normally work (summer) or during any school-wide recesses (i.e., Winter Break).* You are responsible for the completion and submission of these forms within the timeframes dictated by the State. Please be sure to review the guidelines carefully.

- The FLA/FMLA laws require the Board maintain coverage under group health insurance at the level and under the conditions coverage provided to you as an active employee. You will be required to pay the health benefit contribution during your leave. This amount will be deducted from your payroll check while you are utilizing illness days; however, you will be required to submit a check on the 15th and 30th of each month while you are on unpaid leave.

Other helpful information:

- Be sure to contact your **Disability Plan** to obtain information and any forms you need to complete for your claim.
- Your newborn must be added to your health insurance plan **within 60 days of birth**. A copy of the child's birth certificate is required. Employees are responsible for reporting such changes to the District Office within the time frame.
- Consult your **collective bargaining agreement** for other information as it pertains to leave.