

Lakeland Joint School District No. 272

PERSONNEL

5410

Family Medical Leave

The Lakeland Joint School District shall follow all requirements of the Family Medical Leave Act (FMLA.) This includes, but is not limited to: who is eligible; scope of benefits; reasons for leave, use with other leaves, medical certification requirements; employer and employee notice requirements; Intermittent/Reduced Leave; insurance continuation, and reinstatement. (See guidelines for specific information.)

The Board has determined that the twelve-(12)-month period during which an employee may take FMLA leave is calculated using the “rolling” method. This means that the first time the employee takes FMLA leave, the employee’s leave year begins. Thereafter, each time the employee requests additional FMLA leave, the District will look backward 12 months and determine how much FMLA leave has been used during that time and how much FMLA leave remains.

Certified instructional personnel will also be governed by any FMLA provisions contained in the current year’s negotiated agreement.

Policy History:

Adopted on: April 14, 2008

Revised on: