

**PERSONNEL**Family and Medical Leave

All District employees who are eligible under the conditions of the Family and Medical Leave Act may take up to twelve (12) weeks of unpaid leave during the twelve (12) month period from September through August. If the employee's absence qualifies for sick or emergency leave under the employee's negotiated agreement, the employee's sick leave will be used simultaneously with the family medical leave. When the employee has used up all of his/her accumulated sick leave, other available leave may be applied, with any remaining days to be taken without pay. While on family medical leave, employees may continue group health insurance on the same basis as if he/she were actively working. In general, when returning to work, they will assume the duties of the same position or a position equivalent to the one the employee held when the leave commenced. The Federal Family and Medical Leave Act of 1993 complements, but does not replace, the Washington Family Leave Act, the terms of any collective bargaining agreement, and other state and federal laws or regulations.

Legal Reference:     [RCW Chapter 49.78](#)  
                          29 USC Section 203

Adopted:           September 28, 1994  
Revised:           January 12, 2011