



6578 Santa Teresa Boulevard, San Jose, CA 95119, Phone: (408) 227-8300, Fax: (408) 629-7183

Family Medical Leave Act (FMLA)

California Family Rights Act (CFRA):

In addition to other leave policies, the Oak Grove School District will provide Family Medical Leave for eligible employees as required by State and Federal law. An employee who has worked for Oak Grove School District or at last 12 months, and who has been employed for at least 1,250 hours during the 12 month period immediately proceeding the leave is eligible for Family and Medical Leave.

Eligible employees are entitled to take a total of 12 weeks of Family and Medical Leave during any 12-month period. This type of leave is permitted for the following reasons:

1. The birth of a child or to care for newborn;
2. The placement of a child with an employee due to adoption or foster care;
3. To care for a child, parent, spouse, or domestic partner who has a serious health condition; or
4. A serious health condition that makes the employee unable to perform the functions of his/her position.

If the leave is foreseeable, employees must request the leave 30 days prior to the start of the leave period being requested. If the leave is for either the employee's own serious health condition or for the health condition of a child, parent, or spouse, a medical certification will be required.

While on a Family and Medical Leave, employees will continue to be eligible for the District's monthly allowance for medical, dental, vision benefits if applicable. The employee must pay any premiums exceeding the monthly allowance.

Contact the Human Resources Department at (408)227-8300 extension: 100280 or email: personnel@ogsd.net for more information and assistance.