

POST FALLS SCHOOL DISTRICT NO. 273

Series 400: Certified Personnel: Leave and Absence

Policy No. 404.5

Policy Title: Maternity, Adoption, Paternity Leave

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A certified regular professional employee who is pregnant may work as long as permitted by the attending physician prior to delivery. The certified staff member may return at the discretion of her physician. A leave of duration longer than the pregnancy leave prescribed by the attending physician, prior to and following delivery and recovery, shall be permitted only upon application and approval of an extended leave without pay.

Request for maternity/paternity leave shall be in writing.

If a certified regular professional employee leaves and returns from leave on or during the same school year, then the issue of steps on the salary schedule shall be interpreted as the same as if the affected certified employee had been present all year.

The certified employee may take leave to stay home with a newly born or adopted child for a period not to exceed the following during the first year after the child's birth or adoption:

- Sixty (60) consecutive contract work days** on a five (5) day school calendar.
- Forty-eight (48) consecutive contract work days** or 12 consecutive contracted weeks on a four (4) day school calendar.

The certified employee shall use accumulated sick leave or incur a salary deduction at the same rate as the substitute rate for each contracted day of work. The employee will lose no rights or benefits while on maternity/ paternity leave.

The certified employee, upon return, shall be placed in the position that they vacated and will be placed on the appropriate step on the salary schedule with no loss of accrued benefits.

Maternity/paternity leave may be used by a certified employee after the completion of at least two (2) contracted years of service in the Post Falls School District.

The terms of the district policies on family and medical leave shall be interpreted in accordance with the federal Family and Medical Leave Act of 1994.

**Contracted work days are defined as the total number of contracted days delineated on each certificated employee's employment contract. These contracted days include work days, exchange days, holidays, conference days, in-service days, emergency closure days and days that students are attending school.

Legal References: Pub. L. 103-3 Family Medical Leave Act of 1994 (FMLA)
 29 C.F. R. Part 825 Implementing the Family Medical Leave
 Act of 1993
 29 C.F. R. § 1604.10 Pregnancy Discrimination Act

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