

Book	Policy Manual
Section	300 Employees
Title	Childrearing Leave
Code	339.1
Status	First Reading
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Authority

The Board shall grant unpaid childrearing leave to professional employees to care for a newly born, newly adopted or to be adopted child.

The Board reserves the right to consider and resolve individual cases where considerations and concerns arise that are not covered by this policy.

Guidelines

A professional employee shall request childrearing leave at least sixty (60) days in advance of the effective date. This requirement may be waived in cases of adoption.

The period of childrearing leave shall be for a maximum of the remainder of the semester, in which the child was born, adopted or to be adopted, plus up to two (2) full semesters beyond the semester in which the leave becomes effective.

During a childrearing leave of absence, a professional employee shall not be entitled to, nor will accrue any employment benefits, including but not limited to:

1. Salary and other compensation.
2. Sick leave.
3. Credit towards tenure.
4. Credit towards retirement.
5. Credit towards sabbatical leave.
6. Tuition reimbursement.

The professional employees may elect to continue participation in insurance plans by bearing the full cost of the premiums.

Professional employees shall notify the Superintendent or designee of intent to continue insurance coverages prior to the effective date of the leave. Failure to pay any insurance cost when due shall result in immediate termination of insurance coverage.

The seniority status of an employee returning from childrearing leave shall not be adjusted to reflect the period of such leave.

Professional employees on childrearing leave shall:

1. Return to employment at the beginning of the next semester following the termination of their leave or any time within the granted leave period which is least disruptive to student learning as approved by the Superintendent.
2. Return to employment when no advancement in step on salary schedule from the salary step in effect with the leave commenced, unless service of one (1) semester or more was completed in the year the leave became effective. If the childrearing leave commenced after one (1) semester was served, the employee shall be awarded with one (1) full step increment upon return to work.
3. Notify the Superintendent or designee in writing of his/her intent to work at least sixty (60) days prior to the expiration of the leave.
4. Be assigned to a position by the Board that commensurates with his/her areas of certification at the expiration of the leave.