

Staff Victim Leave

Any employee of Mapleton Public Schools (the “District”) with accrued paid sick leave may use it for any of the following purposes in the event the employee is the victim of a crime as defined within this policy:

1. to seek medical attention for the employee or the employee’s family member to recover from a mental or physical illness, injury, or health condition caused by domestic abuse, sexual assault, or harassment;
2. to obtain services from a victim services organization;
3. to obtain mental health or other counseling;
4. to seek relocation due to domestic abuse, sexual assault, harassment; or
5. to seek legal services, including preparation for or participation in a civil or criminal proceeding relating to or resulting from domestic abuse, sexual assault, or harassment.

For the purpose of using paid sick leave to take victim leave, the term “family member” means a member of the employee’s immediate family (a person who is related by blood, marriage, civil union, or adoption), a child to whom the employee stands *in loco parentis* or a person who stood *in loco parentis* to the employee when the employee was a minor or a person for whom the employee is responsible for providing or arranging health or safety-related care. Exceptions may be made by the Superintendent (or designee).

When applying accrued paid sick leave to take victim leave, the following crimes/actions are as defined in state law:

1. domestic abuse
2. harassment
3. sexual assault

Staff victim leave taken by using accrued paid sick leave will follow the provisions outlined in the District’s staff sick leave policy (See GBGG: Staff Sick Leave).

Any staff member who has been employed with the District for at least 12 months and is the victim of certain crimes/actions (listed below) may request and will be granted up to three working days of leave during any 12-month period, without pay for any of the following purposes:

1. to seek a civil restraining order to prevent domestic abuse as it is defined in state law;
2. to obtain medical care or mental health counseling or both for the employee or the employee’s children to address related physical or psychological injuries;

3. to make the employee's home secure from the perpetrator or to seek new housing to escape from the perpetrator; or,
4. to seek legal assistance to address related issues and attend and prepare for court-related proceedings

Except in cases of imminent danger to the health or safety of the employee, an employee seeking victim leave must provide as much advance notice to the District as possible, as well as appropriate documentation requested by the Assistant Superintendent in Human Resources.

All information related to the employee's leave must be kept confidential and copies of any related documents retained by the district must be marked confidential and stored in a secure location separate from routine personnel documents.

The employee must exhaust all other applicable leave prior to being granted this type of leave.

This leave applies to the following crimes/actions as defined in state law:

1. domestic abuse
2. stalking
3. sexual assault
4. any other crime where a court finds that the underlying factual basis includes an act of domestic violence

Adopted May 22, 2024 by the Board of Education for Mapleton Public Schools.

LEGAL REFERENCES:

C.R.S. § 24-34-402.7 (*unlawful action against employees seeking protection*)

CROSS REFERENCES:

GBGG: Staff Sick Leave