

## Leave FAQs:

### Medical Notes:

- Any medical notes should be submitted **directly** to Human Resources.
- **Do not** attach a medical note to your absence in Frontline- attachments are not monitored or secure.

**Will my leave be paid?** Most leaves are unpaid unless you have available paid leave to apply. Medically verified absences for your own illness may access extended sick leave or substitute differential pay pursuant to the collective bargaining agreement.

**How do benefits work while I am on leave?** While you are in a **paid** or **protected** leave status (protected under FMLA/CFRA or PDL), the District will maintain its normal contribution to your health benefits. During an unprotected unpaid leave of absence, if you wish to continue your benefits, you will be responsible for paying the full premium cost (includes employee and employer portion) or you may choose to terminate your benefits.

**Do I have disability coverage?** Please contact your Leaves Technician for details. All Classified employees who work more than 4 hours a day are enrolled in UNUM. Most Certificated employees may enroll with The Standard. FCUSD employees do not contribute to the state disability program (SDI or Paid Family Leave).

**How do I find a substitute to cover my leave?** Please work with your administrator to arrange substitute coverage.

**Will my leave affect my salary advancement when I return (Certificated Employees)?** To be eligible to advance to the next step on the salary schedule a certificated employee must have worked at least 75% of the school year.

**Will I return to my exact position and site after my authorized leave?** Upon your return from leave, you will be reinstated in the same position unless the District is excused by 2 CCR § 11043(c)(1), to which you will be reinstated to a comparable position. You have no greater right to reinstatement than had you been continually employed during your leave period.