

## **Paid Parental Leave (PPL)**

Purpose: To provide six weeks or two weeks of paid parental leave to employees who occupy all or part of a full-time equivalent position.

Definitions:

“Child” means a newborn biological child, a foster of a child in state custody and under the age of eighteen, or a child legally placed for adoption and under the age of eighteen.

“Eligible School District Employee” means an employee defined by the Department of Education using the Professional Certified Staff system or any full-time equivalent position categorized as classified staff.

“Paid Parental Leave” means six weeks of paid leave at one hundred percent of the eligible district employee's base pay or two weeks of paid leave at one hundred percent of the eligible district employee's base pay. Leave for part-time eligible district employees must be on a prorated basis corresponding to the percentage of hours they are normally scheduled to work.

“Qualifying Event” means the birth of a newborn biological child or after a co-parent’s birth of a newborn child, or fostering a child in state custody, or the initial legal placement of a child by adoption.

Other district employees, who did not give birth or are not the parent primarily responsible for furnishing the care and nurture of an adopted or fostered child, are entitled to two weeks of paid parental leave upon the occurrence of a qualifying event.

The entitlement to leave under this section expires at the end of the twelve-month period beginning on the date of such birth or initial legal placement. An eligible district employee shall receive no more than one occurrence of six or two weeks of paid parental leave for any twelve-month period, even if more than one qualifying event occurs. However, nothing in this section prohibits a foster parent from requesting and receiving approval for parental leave in nonconsecutive one-week time periods.

If the leave is not used by the eligible district employee before the end of the twelve-month period after the qualifying event, such leave does not accumulate for subsequent use. Paid parental leave may not be donated. Any leave remaining at the end of the twelve-month period or at separation of employment is forfeited. The employee will not be paid out for any unused parental leave.

Days of paid parental leave taken under this section must be taken consecutively, except that foster parents may request and receive approval for parental leave in nonconsecutive one-week time periods.

If both parents are eligible district employees, paid parental leave may be taken concurrently, consecutively, or a different time as the other eligible district employee.

“District approved holidays and vacation on the district calendar must not be counted against paid parental leave.”

Paid parental leave must run concurrently with leave taken pursuant to the Family Medical and Leave Act and any other unpaid leave to which the eligible district employee may be entitled as a

result of the qualifying event. However, leave granted under this section is with pay and is not annual leave or sick leave and therefore does not deduct from the eligible district employee's accrued leave balance. An eligible district employee does not have to exhaust all other forms of leave before being eligible to take leave granted under this section. Eligible district employees shall accrue annual and sick leave at the normal rate while on this leave, if applicable.

The Superintendent or designee shall establish the procedures for the orderly implementation of the Policy.

Legal References:

S.C. Code of Laws,

**SECTION 8-11-150.** Paid parental leave; birth of child; placement of foster child

**SECTION 8-11-151** Paid parental leave for eligible school district employees, birth of child or placement of foster child (June 26)

**SECTION 8-11-155.** Paid parental leave; adoption.

**SECTION 8-11-156** Paid parental leave for eligible school district employees, adoption (June 26)