

RSU 63

- a. **NEPN/NSBA Code:** **GBP**
 - b. **Title:** **Earned Paid Leave**
 - c. **Author:**
 - d. **Replaces Policy:** **NEW**
 - e. **Date Approved:** _____ **RSU #63**
 - f. **Previously Approved:**
 - g. **Policy Expiration:** **Review as Needed**
 - h. **Responsible for Review:** **Superintendent & Policy Committee**
 - i. **Date Reviewed:** **11/4/2025 Superintendent**
11/4/2025 Policy Committee
 - j. **References:**
Legal References: **26 MRSA § 637**
Maine Dept of Labor Bureau of Labor Standards Rule Ch. X
- Cross Reference Policies:** **GBN – Family and Medical Leave**
GBO – Family Sick Leave

k. Narrative:

RSU 63 (the District) will comply with all applicable provisions of Maine’s Earned Paid Leave (EPL) law, which takes effect January 1, 2021, and with Maine Department of Labor rules governing EPL.

- I.** The Superintendent/designee will be responsible for developing and implementing administrative procedures to implement use of EPL under this policy.
- II.** Notice of EPL law will be posted in a visible location in each workplace.
- III.** Administrative procedures, including employee eligibility, use of leave, and employee notice requirements will be provided to employees in writing and/or through electronic communications, the school unit’s employee handbook, or other suitable means.