

**SPENCER COUNTY PUBLIC SCHOOLS**  
**Board of Education Agenda Item**

Meeting Date 3/27/2023

Topic/Title \_\_\_\_\_

Presenter(s) \_\_\_\_\_

**Type of Information/Board Action**

- Information only. No Board action required.
- Action requested at a future meeting: [Click or tap to enter a date.](#)
- Consent agenda for approval at this meeting.**
- Action requested at this meeting.

**Board review is a result of:**

- State or federal law or regulation.
- Board of Education policy.
- Past practice.
- Other: \_\_\_\_\_

**Previous Review, Discussion, or Action**

- No previous Board review, discussion, or action.
- Previous review/action on: [Click or tap to enter a date.](#) Action: [Click or tap here to enter text.](#)

**Background/Summary of Presented Information**

Maternity leave request for Jessica McCullough.

**Financial Considerations**

- There is NO financial impact on resources.
- There is a financial impact on Board resources. Chief Financial Officer must review.  
[Click or tap here to enter text.](#) Chief Financial Officer's initials, if required

**Superintendent's Recommendation**

- Recommend approval as presented.

Recommend based on -

Policy 03.1233 – Certified Personnel – Maternity Leave

**Paid Sick Leave** - An employee may use up to thirty (30) days of sick leave immediately following the birth or adoption of a child or children. Additional sick leave days may be used when the need is verified by a physician's statement.

**Unpaid Maternity Leave** - On written request, the parent of a newborn or the employee who adopts a child or children shall be granted unpaid leave of absence not to exceed the remainder of the school year. Thereafter, leave may be extended in increments of one (1) year.

**Maternity/Adoption/Childrearing Leave Request**

**THIS AFFIDAVIT IS ESSENTIAL FOR PAYROLL PURPOSES. PLEASE COMPLETE THE FORM WITH CARE AND RETURN IT AS DIRECTED BY THE PRINCIPAL/DESIGNEE.**

**MATERNITY/ADOPTION/CHILDREARING LEAVE: GRANTED UNDER THE TERMS OF POLICY 03.1233.**

Estimated dates of leave: 8-8-2023 to 9-19-2023

Check one:

- Paid maternity leave. Number of sick leave days 30 days
- Unpaid maternity leave
- Paid birth or adoption leave, not to exceed thirty (30) days. Number of sick leave days:
- Unpaid childrearing leave

[Signature]  
*Signature of Superintendent/Designee*

3/13/23  
*Date*

Jessie McCullough  
*Employee's Signature*

3-13-2023  
*Date*

Review/Revised:5/18/1998