

- CERTIFIED PERSONNEL -

**Parental Leave Options**

**PAID SICK LEAVE**

Childbirth and recovery therefrom, which prevent the employee from performing assigned duties, shall entitle the employee to sick leave benefits as provided in Board Policy 03.1232.

An illness of the newborn shall entitle the employee to sick leave benefits as provided in Board Policy 03.1232.

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.

**PAID MATERNITY LEAVE (KRS 161.155)**

A teacher or employee who gives birth to a child may be provided up to thirty (30) paid maternity leave days. Paid maternity leave days may be used immediately following the birth of a child and shall be used within six calendar weeks of birth.

The maternity leave days shall be used without deduction of salary and shall be used prior to the teacher or employee using any other leave. Any maternity leave days unused by the teacher or employee beyond six calendar weeks following birth of a child shall not transfer into sick leave or be converted to any other leave type and shall expire upon return to work.

Additional sick leave days may be used when the need is verified by a physician's statement. Additional sick leave days, not to exceed thirty (30), may be used when the need is verified by a physician's statement and is within twelve (12) calendar weeks of the birth of a child.

~~The District shall provide up to thirty (30) paid maternity leave days for a teacher or employee who gives birth to a child. The maternity leave days shall be used without deduction of salary and shall be used prior to the teacher or employee using any other leave. Any maternity leave days unused by the teacher or employee shall not transfer into sick leave or be converted to any other leave type and shall expire upon return to work. This shall not limit the District's authority to establish additional paid maternity benefits or to provide paid parental leave benefits.~~

**UNPAID PARENTAL LEAVE (KRS 161.770)**

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 twelve (12) workweeks.

Employees on parental maternity leave shall notify the Superintendent in writing of their intent to return to the school system on or before the date prescribed in Policy 03.123. Employees who fail to notify the Superintendent of their return by the date prescribed in Policy 03.123 cannot be guaranteed employment for the following school year.

Employees taking a parental maternity leave will be entitled on return to a comparable position for which they are qualified. Placement in the same position or the same school cannot be guaranteed.

**Parental Leave Options****FMLA**

In compliance with the Family and Medical Leave Act of 1993, eligible employees are entitled to up to twelve (12) workweeks for unpaid leave to care for the employee's child after birth or placement of a child with the employee for adoption or foster care. Leave to care for an employee's healthy newborn baby or minor child who is adopted or accepted for foster care must be taken within twelve (12) months of the birth or placement of the child.

**REQUEST FOR MEDICAL INFORMATION**

Per KRS 161.770, the Board may only request medical information necessary to decide whether to grant a leave of absence; shall not request or retain unnecessary medical information; and shall not disclose any medical information received, except as permitted by state and federal law.

**LEAVE LIMIT**

Maternity and pParental leave following birth of a child shall be limited to twelve (12) workweeks per qualifying event.

**REFERENCES:**

KRS 161.155; KRS 161.770  
OAG 80-151; OAG 84-43; OAG 86-66  
Family and Medical Leave Act of 1993

**RELATED POLICIES:**

03.123; 03.1232; 03.12322