

- I. In compliance with the Family and Medical Leave Act of 1993, full time school employees are entitled to take up to twelve (12) weeks unpaid leave a year for the following reasons:
 - A. The birth of the employee's child;
 - B. The placement of a child with the employee for adoption or foster care;
 - C. To care for the employee's spouse, child or parent who has a serious health condition; or,
 - D. A serious health condition rendering the employee unable to perform his/her job.
 - E. Any qualifying exigency that arises because the spouse, son, daughter or parent of an employee is a service member serving with the Armed Forces; a veteran of the Armed Forces, National Guard or Reserves; or on active duty or has been notified of an impending call or order to active duty as a member of the National Guard or Reserve or a retired member of the Regular Armed Forces or Reserve in support of a contingency operation.
- II. An eligible employee who is the spouse, son, daughter, parent or next of kin of a covered service member is entitled to a total of twenty-six (26) weeks of unpaid leave during a twelve (12) month period to care for the service member. This leave is available only during a single twelve (12) month period. Entitlement for military caregiver leave applies on a per covered service member, per injury basis.
- III. During the single twelve (12) month period described in section II., an eligible employee is entitled to a combined total of twenty-six (26) weeks of unpaid leave under the provisions of sections I, and II. This does not limit the availability of leave under section I. during any other twelve (12) month period.
- IV. Employees are to provide at least thirty (30) days notice, if possible, of their intention to take leave. Medical certification that the leave is needed is required for the employee's own serious health condition or that of a family member. The School Board will continue the employee's health insurance under the same conditions as if the employee were working. Upon returning from leave, the employee will be restored to the same or equivalent position with equivalent pay, benefits, and other terms and conditions of employment.

STATUTORY AUTHORITY:

1001.41, 1012.22, 1012.23, F.S.

LAW(S) IMPLEMENTED:

**1001.43, 1012.66, F.S.
THE FAMILY AND MEDICAL LEAVE ACT OF 1993,
PART 825 OF THE CODE OF FEDERAL
REGULATIONS, TITLE 29, U.S. DEPARTMENT
OF LABOR, EMPLOYMENT STANDARDS
ADMINISTRATION, WAGE AND HOUR DIVISION**

HISTORY:

ADOPTED: 6/12/2007

**REVISION DATE(S): 4/14/09; 4/13/10;3/10/11
FORMERLY:**