

Policy

Book	Salem City Public Schools School Board Policy Manual
Section	G: Personnel
Title	MATERNITY LEAVE
Number	GCBDEA-BR
Status	Active
Legal	
Adopted	July 1, 1999
Last Revised	November 14, 2000

Policy Detail

The Salem City School Board shall grant maternity leave to employees under the following guidelines:

1. Paid leave (sick leave) may be used during pregnancy, during postpartum recovery, and up to one year after delivery or other termination of the pregnancy if the employee is ill or disabled. Employees requesting maternity leave must provide reasonable notice of the expected birth (thirty (30) days or more.) Absences exceeding five (5) days under this provision may require the certification of a doctor, just as in other cases of extended sick leave.
2. Under provisions of family and medical leave, eligible employees are entitled to up to a combined total of twelve weeks of leave during any twelve-month period for the birth and first year care of a child. To the extent an eligible employee is entitled to receive paid leave under any other applicable leave provisions, this section merely extends that leave period to twelve weeks, with the period added by this section being unpaid.
3. Upon request, a benefited employee shall be granted a leave of absence without pay, referred to hereafter as bonding leave, for the purpose of caring for a newborn or newly adopted child for a period encompassing the remainder of the current school year in which the leave commenced if the employee so notified the office of the Superintendent in advance of the leave period. Bonding leave may be extended for one (1) additional contract year. Health, dental, and life insurance may be maintained during bonding leave if the full premiums for these coverages are paid to the School Board by the employee. Leave described herein is not to be used in conjunction with family and medical leave. An employee who chooses to extend maternity leave beyond the post-partum recovery period provisions of family and medical leave forfeits her access to bonding leave.
4. When an employee is absent more than thirty (30) consecutive unpaid days, except for that portion of leave approved as family and medical leave, employee and dependent health and dental insurance and employee and optional group life insurance may be continued at employee expense when paid in advance by the 15th of the preceding month.
5. Employees are granted one year of credit for each full year worked of at least 160 contractual teaching days, inclusive of family and medical leave.
6. If the employee does not return to the division as a full-time employee at the conclusion of the approved leave period, that employee's position will be declared vacant, and the division will have no other employment obligation with that employee. The record of the employee will show resignation without prejudice, and the employee may apply for employment at a future date in the same capacity as all other applicants.
7. Employees involved with maternity leave shall arrange work schedules with their principals to assure continuity in classes.
8. Employees returning to the division after leave as noted in provision 1, above, shall be guaranteed employment equivalent, if not identical, to the position held immediately before the leave. Any provision of this regulation which may be judged by an appropriate court to be in conflict with federal or state laws or court decisions shall be considered void and that provision shall be replaced in practice by the new legal mandate.

SALEM CITY PUBLIC SCHOOLS