

PERSONNEL

4118.16(a)

4218.16(a)

PAID LEAVES FOR PRIMARY CAREGIVERS FOR CHILDREN

It is the policy of the Board to provide paid leave, to be deducted from accumulated sick leave, to employees who are the primary caregivers for their children and who are not otherwise eligible for paid leave in connection with the birth or adoption of a child.

Eligibility

In order to be eligible for such paid leave, an employee must satisfy all of the following conditions:

1. The individual must have been eligible for FMLA benefits at the time such leave is to commence.
2. The individual must not be eligible for any other form of paid leave, paid vacation or other paid time off (except for personal leave) in connection with the birth or adoption of child. In any case in which both parents are employed by the Board, neither parent must be eligible for any other form of paid leave, paid vacation or other paid time off (except for personal leave) in connection with the birth or adoption of child.
3. The individual must be the primary caregiver for the child.
4. The leave must commence within 12 months of the birth or adoption of the child. In the case of adoption, the adoptive child must be under 5 years of age as of the date of the final adoption and cannot be the natural child, stepchild or grandchild of either adoptive parent.
5. If both parents of the child are employed by the Board, only one parent shall be eligible for paid leave under this policy.

Paid Leave

1. An employee who is eligible for paid leave in accordance with the requirements set forth above may elect to take up to six (6) weeks of paid leave, to be deducted from the employee's accumulated sick leave, in connection with the birth or adoption of a child.

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Paid Leave – (continued)

2. Insurance benefits and all other benefits the employee is receiving at the time such leave commences shall remain in effect for the duration of such leave.
3. To the extent that the employee is eligible for leave under the Family and Medical Leave Act in connection with the birth or adoption of the child, the paid leave taken under this policy shall be designated as Family and Medical Leave.

Litchfield Board of Education

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