

Concord School District Policy #424
Family and Medical Leave Act

Consistent with the federal Family and Medical Leave Act of 1993 (FMLA), the District recognizes that eligible employees have access to unpaid family and medical leave. Employees should consult regulations that implement the Act for more specific definitions and criteria for use. It is not the intent of this policy to provide additional or different provisions than those specified in the Act and its implementing regulations.

An employee may elect, or the District may require, an employee to use accrued paid vacation, personal, or family leave for purposes of family leave. An employee may elect, or the District may require, an employee to use accrued vacation, personal, or medical/sick leave for purposes of medical leave.

The employee shall notify the District of his/her request for leave, if foreseeable, at least thirty (30) days prior to the date when the leave is to begin. If such leave is not foreseeable, then the employee shall give such notice as is practical. The District may require a certification from a health care provider if medical leave is requested.

The District shall post a notice prepared or approved by the Secretary of Labor stating the pertinent provisions of the FMLA, including information concerning the enforcement of the Act.

The user of this policy is also directed to the applicable provisions of any collective bargaining agreements in the District.

Legal References:

Title 29 § 2601 et. seq.

Adopted June 4, 2018

Corresponds to NHSBA Policy GCCBC