

6.70.3 - Family and Medical Leave

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FAMILY AND MEDICAL LEAVE

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1. In compliance with the Family and Medical Leave Act of 1993, eligible full-time Alexander City School System employees (who have worked 12 months and worked 1250 hours during a 12-month period) are entitled to take up to twelve (12) weeks unpaid leave during any single 12-month period for the following reasons:
 1. The birth of the employee's child;
 1. The placement of a child with the employee for adoption or foster care;
 1. To care for the employee's spouse, child, or parent who has a serious health condition;
 1. A serious health condition rendering the employee unable to perform his/her job; or
 1. Other request as approved by the Alexander City Board of Education.
1. Employees are to provide at least thirty (30) calendar 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 Alexander City Board of Education 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.

1. Procedures for the implementation of this policy shall be developed at the direction of the Superintendent and shall be published in accordance with federal, state, and local laws and regulations.

REFERENCE(S):

CODE OF ALABAMA

16-1-18.1, 16-11-9, 16-22-9, 16-24-13

The Family and Medical Leave Act of 1993,

HISTORY:

ADOPTED: JUNE 12, 1996

REVISED: FEBRUARY 17, 2015

FORMERLY: GALBEA