

# 6.70.3.1 - Military Family and Medical Leave

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#### 1. Military Caregiver Leave

1. An eligible employee of the Alexander City Board of Education shall be granted up to a total of 26 work weeks of unpaid military family and medical leave during any single 12-month period to care for a spouse, son, daughter, parent, or next of kin of a covered service member with a serious injury or illness.
  
1. A covered service member is a current member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness.
  
1. An eligible employee means one employed with the school system for at least 12 months during which time the employee worked at least 1,250 hours.
  
1. A serious injury or illness is one that was incurred by a service member in the line of duty on active duty that may render the service member medically unfit to perform the duties of his or her office, grade, rank, or rating.
  
1. The “single 12-month period” for leave to care for a covered service member with a serious injury or illness begins on the first day the employee takes leave for this reason and ends 12 months later, regardless of the 12-month period established by the Alexander City Board of Education for other types of FMLA leave.

1. An eligible employee is limited to a combined total of 26 workweeks of leave for any FMLA-qualifying reason during the “single 12-month period.” Only 12 of the 26 weeks total may be for a FMLA-qualifying reason other than to care for a covered service member.

#### 1. **Qualifying Exigency Leave**

1. An eligible employee shall be granted up to a total of 12 workweeks of unpaid leave during the normal 12-month period established by the Alexander City Board of Education for FMLA leave for qualifying exigencies arising out of the fact that the employee’s spouse, son, daughter, or parent is on active duty, or has been notified of an impending call or order to active duty, in support of a contingency operation. Qualifying exigency leave is available to a family member of a military member in the National Guard or Reserves; it does not extend to family members of military members in the Regular Armed Forces.

#### **Qualifying exigencies include:**

- Issues arising from a covered military member’s short notice deployment (i.e. deployment on seven or less days of notice) for a period of seven days from the date of notification;
- Military events and related activities, such as official ceremonies, programs, or events sponsored by the military or family support or assistance programs and informational briefings sponsored or promoted by the military, military service organizations, or the American Red Cross that are related to the active duty or call to active duty status of a covered military member;
- Certain childcare and related activities arising from the active duty or call to active duty status of a covered military member, such as arranging for alternative childcare, providing childcare on a non-routine, urgent, immediate need basis, enrolling or transferring a child in a new school or day care facility, and attending certain meetings at a school or day care facility if they are necessary due to circumstances arising from the active duty or call to active duty of the covered military member;
- Making or updating financial and legal arrangements to address a covered military member’s absence;
- Attending counseling provided by someone other than a health care provider for oneself, the covered military member, or the child of the covered military member, the need for which rises from the active duty or call to active duty status of the covered military;

- Taking up to five (5) days of leave to spend time with a covered military member who is on short-term temporary, rest and recuperation leave during deployment;
  - Attending to certain post-deployment activities, including attending arrival ceremonies, reintegration briefings and events, and other official ceremonies or programs sponsored by the military for a period of 90 days following the termination of the covered military member's active duty status, and addressing issues arising from the death of a covered military member;
  - Any other event that the employee and employer agree is a qualifying exigency.
1. Spouses employed by the same employer are limited to a combined total of 26 workweeks in a "single 12-month period" if the leave is to care for a covered service member with a serious injury or illness and for the birth and care of a new born child, for placement of a child for adoption or foster care, or to care for a parent who has a serious health condition.
  
  1. Military FMLA leave may be taken intermittently whenever medically necessary to care for a covered service member with a serious injury or illness. FMLA leave also may be taken intermittently for a qualifying exigency arising out of the active duty status or call to active duty of a covered military member. When leave is needed for planned medical treatment, the employee must make a reasonable effort to schedule treatment so as not to unduly disrupt the school system's operation.
  
  1. Appropriate and verifiable documentation of the qualifying exigency, military status, and relationships of the individual(s) seeking military FMLA leave may be requested.

**REFERENCE(S):**

**National Defense Authorization Act 2008,**

**Public Law 110-181 as amended**

**Family and Medical Leave ACT of 1993**

**HISTORY:**

**ADOPTED: JULY 13, 2010**

**FORMERLY: NEW**