

# UNITED SCHOOL DISTRICT

SECTION: EMPLOYEES

TITLE: MATERNITY LEAVE

ADOPTED: December 9, 2008

REVISED: March 11, 2014

<p>1. Purpose</p> <p>2. Guidelines</p>	<p style="text-align: center;">339.1. MATERNITY LEAVE</p> <p>The purpose of this policy is to provide female employees with an opportunity to continue to serve the district after childbirth or adoption of a child and to provide a uniform system for granting maternity leave and maternity disability leave.</p> <p>Any female employee who becomes pregnant shall be provided upon request, with appropriate verification, maternity leave or a maternity disability leave.</p> <p>Maternity disability leave may be taken during the period of time in which a medical doctor certifies that the employee has a medical disability due to the pregnancy or childbirth.</p> <p>Female employees requesting this type of leave must do so on the district form.</p> <p>Accumulated sick leave may be applied to this leave.</p> <p>Those employees who do not choose to use sick leave or who have no sick leave remaining may request this leave without pay.</p> <p>The duration of maternity disability leave must be certified by a medical doctor.</p> <p>Maternity leave may be taken to extend the leave of absence requested for maternity disability. It may further be used to extend the maternity leave immediately following childbirth.</p> <p>Employees requesting leave beyond one (1) school year must provide a doctor's certificate of need.</p> <p>Maternity leave may be granted for a maximum period of twelve (12) months following the birth or adoption of a child. Sick days and maternity disability leave may not be used to extend an employee's absence beyond the 12-month period following the birth or adoption of a child.</p>
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All maternity leave not covered by sick days is considered to be without compensation or fringe benefits. Employees wishing to continue on their own to contribute to hospitalization should make arrangements with the Business Office.

All seniority rights are retained during both forms of maternity leave.

References:

School Code – 24 P.S. Sec. 510