



Lucia Mar Unified School District
Human Resources Department
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California Family Rights Act/Federal Family and Medical Leave Information

Pursuant to the California Family Rights Act of 1991 (CFRA), as amended, and the Federal Family and Medical Leave Act of 1993 (FMLA), you are entitled to three (3) months (12 weeks) of unpaid family care leave within any 12-month period. Employees who meet the eligibility criteria as defined may request FMLA leave. The eligibility criteria are as follows:

- The employee has been employed by the employer for at least 12-months prior to starting the leave.
- The employee has actually worked (excluding paid or unpaid time off) 1,250 hours in the 12 months prior to commencing the leave.
- The employee is employed at a worksite where 50 or more employees are employed by the employer with 75 miles of that worksite.
- The employee has not taken 12 work weeks of FMLA and/or CFRA leave during the appropriate 12 month period prior to the present request.

Under the law, you are entitled to three (3) months of **unpaid** family care leave because of any of the following qualifying reasons:

- Serious health condition of the employee.
- Serious health condition of the employee's child (who must be a minor or an adult suffering from a disability and incapable of self-care, parent, or spouse (including for CFRA purposed only, registered domestic partners.)
- Birth of a child, or placement of a child in the family for adoption or foster care.
- FMLA only-Serious illness or injury sustained in the line of duty on active duty in support of a contingency operation by a military service member who is the spouse, child (including an adult child), parent, or "next of kin" of the employee.
- FMLA only-Qualifying exigency arising out of the fact that a spouse, child (including adult child), or parent of the employee is covered military member on active duty or has been notified of an impending call or order to active military duty in support of a contingency operation.

Under Family Care Leave, in accordance with federal law, the district shall pay regular health and benefits contributions for up to three months during the 12 month period.

If you have any questions regarding FMLA, please contact:

Cyndie Clark
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