

POLICY

BOARD OF EDUCATION ROSELAND

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Uncompensated Leave

4431 UNCOMPENSATED LEAVE

The Board of Education may, in its sole discretion, grant to any tenured teacher a leave of absence without compensation or other benefits for an entire school year. Such request shall be made in writing to the Superintendent and shall be received by him not later than one week prior to the regular March business meeting of the Board preceding the September leave date.

If and when such a leave of absence is granted, that teacher shall be considered for his or her former position in the following school year, based on seniority, certification and other pertinent qualifications.

During the leave, dental and medical coverage may be continued at the teacher's expense as provided by regulations of the insurance carrier.

His or her entitlement on the salary guide will be at the experience level one step above that to which entitled during the year before the leave.

Extended Leaves of Absence - Maternity and Child Care

A. Definition of Leaves

1. Maternity Leave - leave for the purpose of giving birth to a child and the subsequent recovery of the mother.
2. Child Care Leave - leave for the purpose of care for a natural or adopted child.

B. Application for Leaves

1. Maternity Leave - Applications shall be made in writing to the Superintendent. Such application shall contain the desired dates for beginning and terminating the leave in accordance with section D below.
2. Child Care Leave - Application shall be made in writing to the Superintendent. Such application shall contain the reasons for requesting the leave and supporting information regarding the necessity of having the leave. Application for child care leave shall be considered by the Board on an individual basis.



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C. Conditions of Leaves

1. Maternity Leave

- a. Notification - An employee of the Board of Education shall notify the Superintendent as soon as she is aware she is pregnant, presenting medical certification of her condition and estimated date of birth.
- b. Payment - Maternity leaves shall be granted without pay or increment.
- c. Medical Certification - An employee who continues to work beyond her seventh month of pregnancy must present a certificate of physical fitness from her physician, including the estimated date of birth for the child and the date to which this employee is capable of safely performing her duties.

2. Child Care Leave

- a. Notification - An employee of the Board shall notify the Superintendent as soon as a need for this leave is evident.
- b. Payment - If child care leave is granted, it will be without pay or increment.

3. Non-tenure employee - Leaves for non-tenure employees under this article need only be granted to the end of the contract year.

D. Duration of Leaves

After the employee presents application for either/or both leaves under this article, mutual agreement shall then be reached with the Superintendent, in writing, on the date of beginning the leave and the date of the employee's return.

The dates beginning the leave may be determined mutually with the Superintendent according to the mother's needs, in the case of maternity leaves. In the case of an employee who adopts a child for whom that employee will have direct and major responsibility for rearing, child care leave may be granted upon receiving de facto custody of the child or earlier if necessary in order to fulfill the requirements for adoption.



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E. Application for Early Return

If unusual conditions prevail, the employee may apply, on recommendation of the Superintendent, with a doctor's written approval, to the Board, for permission to return to a position for which the employee qualifies, prior to the termination of the period for which leave was granted.

Adopted: August 17, 1994

