



**Section:** *Professional Employees*

**Title:** *Maternity Leave*

**Adopted:** *4-17-74*

**Revised:**

**439** *Maternity Leave*

*It shall be the policy of the Board of School Directors to provide an employee, if such be requested, with a maternity leave of absence. Maternity leave shall be designated as a leave of absence without pay. Seniority and retirement rights shall not accrue during maternity leave. Upon return to employment, at the termination of the leave, prior rights shall be reinstated.*

*Upon return to employment following a maternity leave, the Board shall offer the employee the position held at the time the leave became effective, if available, or a substantially equivalent position. If such position is not available, the Board shall offer the employee any other available position for which the employee is eligible, until such time as the Board can, through recognized placement procedures, offer the position held at the time leave began, or one substantially equivalent.*

**Procedure:**

- (a)** *At or about three months prior to the expected date of delivery, provide to the School Board a certificate from her own physician that she is able to continue her present job duties and provide such a certificate monthly thereafter which shall be subject to review by the school physician.*
- (b)** *The leave shall continue until such time as the employee can provide a written statement from her personal physician that she is physically able to resume all previously assigned duties and devote full attention thereto, which statement will be subject to review by the school physician. Provided further, that the employee will assure the Board of Education that the care of her child will not interfere with her job duties.*

*Section: Professional Employees*

*Page: 439.2*

**439 Maternity Leave (Continued)**

*Using accumulated sick leave while on maternity leave:*

*During maternity leave a teacher may use her accumulated sick leave for those days that she is confined either at a hospital or home for personal medical reasons which may or may not be related to the birth of a child. Requests for sick leave during maternity leave must be accompanied by a certification from the teachers personal physician that the teacher was confined to a hospital or home for personal medical reasons during the time for which sick leave is requested. (Ruling from Board Solicitor, May 1, 1974)*

***Section: Professional Personnel***

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***Adopted: 4/17/74***

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