

SUBJECT: TEMPORARY DISABILITY DUE TO PREGNANCY

A pregnant employee has the following choices in regard to the absence necessitated by the employee's temporary disability preceding and immediately following the date of birth:

- a) Apply for unpaid leave for a specified period beginning prior to, and ending after, the date of birth, in accordance with negotiated agreements.
- b) Upon submission of a physician's statement, cease working on the date specified on the statement and use accrued sick leave before the birth. Following the birth, continue to use accrued sick leave until a second statement submitted by the physician indicates the employee may resume normal work duties. Return to work on the date so indicated.
- c) Follow the procedure set forth in b) above, except elect not to resume work in the first date documented by the physician following the date of birth. On the first day following such date, unpaid child rearing leave would be available for a period not to exceed two (2) years as is covered in the Negotiated Agreements.

The employee will indicate the option selected at the time the application for leave is made.

Subject to the Family and Medical Leave Act, unpaid leave will end at the beginning of either semester during a given school year. By mutual agreement, such unpaid leave may be extended beyond two (2) years in order for the employee to return to duties at the start of the semester.

Adopted: February 13, 2002