

December 6, 2017

AMEND BOARD REPORT 02-0724-PO02
POLICY ON THE FAMILY AND MEDICAL LEAVE ACT (FMLA)

THE CHIEF EXECUTIVE OFFICER RECOMMENDS:

That the Board amend Board Report 02-0724-PO02 Policy on the Family and Medical Leave Act (FMLA)

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Subject: Policy on the Family and Medical Leave Act (FMLA).

PURPOSE: The Board of Education of the City of Chicago (Board) and the Chicago Public Schools

[REDACTED]

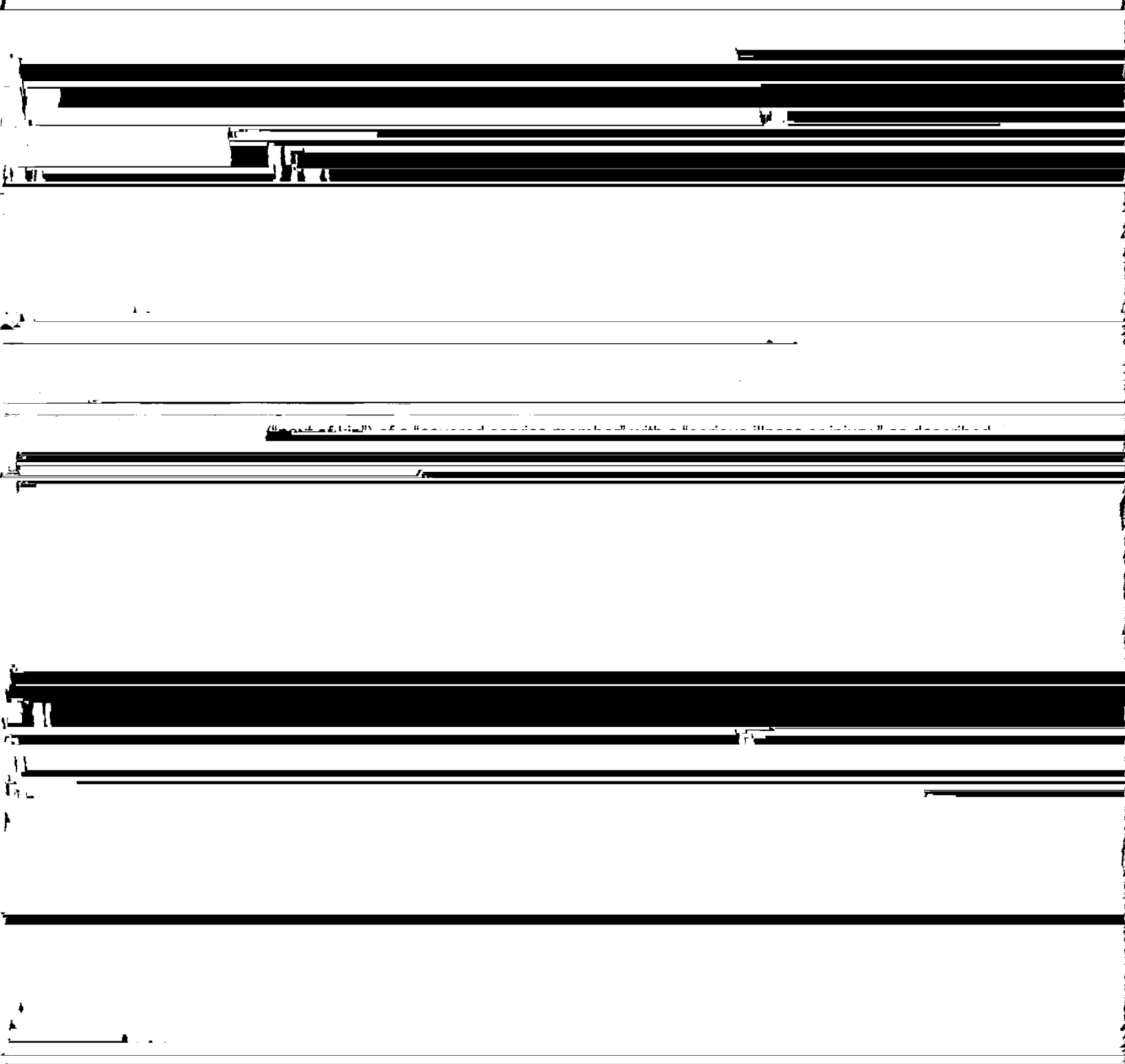
[REDACTED]

[REDACTED]

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- (2) for placement of a ~~son or daughter~~ child with the employee for adoption or foster care, or to care for the child after placement;
- (3) to care for the employee's parent with a serious health condition.

(b) An eligible employee who is the spouse, son, daughter, parent, or recognized relative



- C) The term "treatment," as used in this policy, includes: examinations to determine if a serious health condition exists and evaluations of the condition; a regimen of therapy requiring special equipment to resolve or alleviate a health condition (e.g., oxygen); or a course of prescription medication. The term "treatment", however, does not include routine physical, eye, or dental examinations; conditions for which cosmetic treatments are administered

(2) in the case of a veteran, an injury or illness that was incurred or aggravated by the

before or after the member became a veteran, and is:

(a) a continuation of a serious injury or illness that was incurred or aggravated when the covered veteran was a member of the Armed Forces and

providing care on an immediate need basis, admitting or transferring the parent to a care facility, or attending meetings with staff at a care facility.

(5) Financial and legal arrangements An eligible employee may take FMI A leave in

order to make or update financial or legal arrangements associated with a military member's absence or call to covered active duty status, or to act as a military member's representative during covered active duty, within 90 days after covered

may require and/or initiate periodic status reports on the condition of an employee on or

approved leave.

- B) When the approximate timing of, or the need for, leave is not foreseeable, an employee should give notice as soon as practicable under the facts and circumstances. It is

the following business day after learning of the need for leave, except in extraordinary circumstances where such notice is not feasible.

INSTRUCTIONAL EMPLOYEES

- A) Instructional Employees, defined as those whose principal function is to teach and instruct students in a class, a small group, or an individual setting, are subject to special FMLA leave rules:

semester is leave taken consecutively rather than intermittently and any period during the summer vacation when the employee would not have been required to report for work is not counted against the employee's FMLA leave entitlement.

- (2) If an eligible instructional employee needs intermittent leave or leave on a reduced leave schedule, which is foreseeable based on planned medical treatment, and the employee would be on leave for more than 20 percent of the total number of working days over the period the leave would extend, the employee will be required to either take leave for a period or periods of a particular duration, not greater than the duration of the planned treatment or temporarily transfer to an alternative position for which the employee is qualified with equivalent pay and benefits and which better

B) If the Board believes that reinstatement may be denied to a key employee, the Board will give the employee written notice that she or he qualifies as a key employee, and will fully

inform the employee of the potential consequences with respect to reinstatement and maintenance of health benefits if the Board determines that the employee will not be reinstated from FMLA leave. The Board will provide said notice and information at the time the employee gives notice of the need for FMLA leave, or when FMLA leave begins, if earlier. If the notice cannot be given immediately because of the need to determine whether the employee qualifies as a key employee, the notice will be given as soon as practicable.

C) As soon as practicable after the Board determines that reinstatement of a key employee will cause substantial and grievous economic injury to CPS operations, the Board will notify the