

**PARENTAL LEAVE  
(REGULATIONS)**

The board of education will consider disability because of pregnancy or childbirth in the same manner as any other disability is considered. Therefore, if an employee desires parental (maternity/paternity) leave, the employee shall so advise the superintendent in writing of her/his intentions; the date the leave is to commence; whether long-term or short-term leave is desired, and the date of return.

Long-term leave is an extended leave of absence without pay which does not include or affect regular sick leave.

Short-term leave involves the use of regular sick pay and is leave with pay up to the exhaustion of sick leave.

1. Employees are requested to immediately notify the school when pregnancy becomes known.
2. Requests for parental leave must be submitted in writing.
3. Pregnant employees are required to furnish a doctor's statement as to their physical well-being and ability to continue employment.
4. Pregnant employees are required to furnish a doctor's statement as to their physical well-being and ability to return to employment following delivery.
5. Employees may be requested to provide an "intent" statement as to whether or not they intend to return to employment following the birth of the child.

**REFERENCE: 70 O.S. §6-104.5**

**CROSS-REFERENCE: Policy DEC-R1, Sick Leave, Certified Personnel  
Policy DECA, Family Leave  
Policy DED-R4, Adoption Leave**