

Family Emergency Leaves

The board recognizes that the demands of the workplace and of families need to be balanced to promote family stability and economic security for school district employees. Conditions for the authorized use of accumulated leave for family leaves are to be fairly construed in a manner consistent with this policy, and other relevant district policies.

In the event the staff member's leave has been exhausted, the leave may be granted without pay. Unless otherwise provided by an applicable collective bargaining agreement, the following shall apply:

Family Illness

District staff members may use accrued sick leave or other accrued leave, at the employee's choice, to care for a child of the employee with a health condition that requires treatment or supervision. Staff members may use accrued sick leave or other accrued leave, at the employee's choice, to care for a spouse, parent, parent-in-law or grandparent of the employee who has a serious health condition or an emergency condition. The district will require a signed statement from a licensed medical practitioner to verify the need for treatment, care or supervision for any absence which exceeds five (5) consecutive days.

Bereavement Leave

Bereavement leave will be granted for death in the immediate family. Immediate family shall include spouse, children, step children, parents, grandparents, grandchildren, in-laws, siblings by blood, marriage, or adoption or any person living in the employee's immediate household as a member of the family.

Leave shall be granted as follows: For death of spouse, child (including adoptive child) or parent, three (3) days shall be allowed. For all others, two (2) days shall be allowed. Three (3) additional leave days may be granted at the discretion of the Superintendent where extended travel or extenuating circumstances may be involved.

Lynden School District No. 504
BOARD POLICY

No. 5403

Legal References:	RCW 49.12.265.295	State Family Care Act (FCA)
Legal References:	RCW 49.12.270	Sick leave to care for family members
	RCW 49.12.360	Parental leave — discrimination prohibited
	RCW 49.78	State Family Leave Act (FLA)

Adoption Date: December 17, 2002

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Revised: January 8, 2008

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