

## SAYDEL COMMUNITY SCHOOL DISTRICT

### CLASSIFIED EMPLOYEE FAMILY AND MEDICAL LEAVE

Unpaid family and medical leave will be granted up to twelve weeks per year to assist employees in balancing family and work life. For purposes of this policy, year is defined as July 1 through June 30. Requests for family and medical leave will be made to the Superintendent.

Employees eligible for family and medical leave must comply with the family and medical leave administrative rules prior to starting family and medical leave. It is the responsibility of the Superintendent to develop administrative rules to implement this policy.

**Legal Reference:**        *Whitney v. Rural Ind. School. District*, 232 Iowa 61, 4 N.W.2d 394 (1942).  
29 U.S.C. §§ 2601 *et seq.* (2012)  
29 C.F.R. Pt. 825 (2012).  
Iowa Code §§ 20; 85.33, .34, .38(3); 216; 279.40 (2013).  
1980 Op. Att'y Gen. 605.  
1972 Op. Att'y Gen. 177, 353.  
1952 Op. Att'y Gen. 91.

**Cross Reference:**    409.2 Licensed Employee Personal Illness Leave  
409.3 Licensed Employee Family and Medical Leave  
409.8 Licensed Employee Unpaid Leave

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