

8.46—CLASSIFIED PERSONNEL PARENTAL LEAVE

In collaboration with the Division of Elementary and Secondary Education, the District provides up to twelve (12)¹ weeks of paid leave for the following:

1. Birth of an eligible employee's biological child;
2. Placement of an adoptive child under one (1) year of age in the home of an eligible employee; or
3. Foster placement of an infant under one (1) year of age in the home of an eligible employee.

An employee shall be eligible to take paid leave under this policy if the:

- Individual was employed full-time² by a public school for more than one (1) year immediately preceding the request for leave;
- Leave is taken within the first twelve (12) weeks of the cause for leave; and
- Employee has not been disciplined for any leave abuse during the past year prior to the need for leave.

An employee shall only be eligible for a total of twelve (12) weeks of paid parental leave when the parental leave is due to the adoption of a child and the adoption is following the foster placement of the same child in the employee's home.

An employee shall be compensated at the employee's daily rate of pay for each day that the employee is on parental leave.³

Any day during the academic year designated as a day when academic classes will not be held, including holidays, shall not be counted when calculating.³⁴

- A. The twelve (12) weeks from the cause for leave; or
- B. The total number of days approved as parental leave.

Eligible leave taken under this policy shall run concurrently with leave under Policy 8.23—CLASSIFIED PERSONNEL FAMILY MEDICAL LEAVE but shall be used before other forms of paid leave.

Cross Reference: 8.23—CLASSIFIED PERSONNEL FAMILY MEDICAL LEAVE

Legal References: A.C.A. § 6-17-122

DESE Rules Governing Maternity Leave Cost Sharing

Date Adopted: November 19, 2025

Last Revised: