



Today's Focus

- Highlighting processes and policies for the most common leaves:
 - Personal Medical
 - Family Medical
 - Pregnancy Disability
 - Parental Leave
 - Bereavement
- There are other leave types in the contract, such as organ donor and military.



Personal and Family Medical Leave

- Two Main Factors:
 - Leave and Benefits Protection
 - Pay Provisions

Protected leave available under federal and state laws does not always line up perfectly with pay provisions. Eligibility for a protected leave does not guarantee compensation. Contact HR to get an individual consultation in advance of known leaves.



Personal and Family Medical Leave – FMLA

- FMLA: The Family Medical Leave Act is the federal law entitling eligible employees to an unpaid medical leave to care for themselves or a family member. This law protects your job and benefits, but not your pay.
 - Eligibility:
 - Be employed with the District for at least one year
 - Have worked at least 1,250 hours in the prior year
 - Have not previously exhausted your leave in the last rolling year



Personal and Family Medical Leave - CFRA

CFRA: The California Family Rights Act is the counterpart to the federal FMLA law. It has the same protections, but offers broader covered family members and designated persons.

FMLA and CFRA will run concurrently during leaves in which the employee is eligible for both.



FMLA/CFRA Duration

- Up to 12 weeks within a one-year “rolling” period.
- Can be taken consecutively, intermittently, or on a reduced schedule basis.
- The duration of leave (for consecutive) or duration and frequency of leave (for intermittent or reduced schedule) are based on your doctor’s paperwork.



Compensation During Leave

- Cerritos College employees do not pay the payroll tax towards state-operated State Disability Insurance (SDI) and Paid Family Leave (PFL).
- Pay sources come solely from what is in the CCFF contract, or any private-sector disability insurance plans you may have enrolled in.



Compensation During Medical Leave for Personal Medical

- Sick Leave (Article 18) can be used for medical absences due to injury and illness.
- Sick Leave will be applied concurrently with an FMLA/CFRA leave as the pay source.
- If FMLA/CFRA is exhausted or unavailable, Sick Leave can be used on its own as a source of paid leave.



Compensation (contd.)

- Extended Sick Leave is provided to full-time faculty under Article 18.6 of the CCFF CBA.
- Extended Sick Leave is available for five months and includes time in which you use your regular sick leave.
E.g., if you use four months of regular sick leave, you will have one month of Extended Sick Leave left.
- Extended Sick Leave covers personal medical conditions, but not family.



Compensation (contd.)

- Extended Sick Leave is calculated based on differential pay. The full-time faculty member receives the remainder of their monthly salary after the sub has received their compensation for covering the assignment.
- Extended Sick Leave amounts can vary depending on the grade and step of the assigned sub, and how many days of the class are in the month.
 - e.g., a certain month may have more Mondays than another for a Monday class



Compensation During Family Medical Leave

- During a family medical leave, you can use your family illness and personal necessity.



Private Sector Disability Plan Options

- American Fidelity partners with the District to offer disability insurance to full-time faculty.
- AFT offers Disability insurance through MetLife.
- Key considerations:
 - Payments are offset from other pay sources, including sick leave and extended sick.
 - Different plans have different waiting periods.
 - Plans do not pay 100% of your salary.
 - Family members are not covered unless you add specific individuals as riders on the policy.



Pregnancy and Parental Leave

- Taking leave for giving birth if split into two leave types:
 - Pregnancy Disability Leave: This is the leave that is taken due to pregnancy, childbirth, or related conditions.
 - Parental Leave: This leave is taken when you are no longer in a disabled status, but are spending time and caring for your new child.



Pregnancy Disability Leave

- California state law covering pregnancy.
- Covers the birthing parent.
- Similar to FMLA/CFRA, PDL protects your benefits and job, but is an unpaid leave.
- No hours worked or years of service requirement.
- Runs concurrently with FMLA (when eligible), but does not run concurrently with CFRA.



Pregnancy Disability Leave

- Up to four months of leave can be used per pregnancy.
- Commonly used during bedrest and 6-8 week postpartum recovery. Can also be used intermittently during pregnancy (e.g., doctor's visits, morning sickness, etc.).
- PDL does not need to occur concurrently. It is common for PDL to conclude after the 6-8 week postpartum recovery period and resume later for conditions such as Post-Partum Depression



Compensation During PDL

- Compensation during PDL follows the same compensation provisions as other medical leaves mentioned above.
 - I.e., sick time, extended sick leave (for full-time faculty).
- An addition day of pay is provided for Birth of a Child under Article 22 of the CCFF CBA.
- You need an assignment to be on leave from. If you're part-time, notify us in advance so we can coordinate with you and your dean.



Parental Leave

- Available under EdCode 87780.1 and Article 36 of the CCFF CBA.
- Available to both birthing and non-birthing parents for newly born, adopted, or fostered children.
- Runs concurrently with CFRA and FMLA (when eligible).
- Sick leave is used, and the remainder of the leave after sick leave exhaustion is paid at 50%.
- Available to full-time and part-time faculty.



Parental Leave

- Up to 12 weeks of Parental Leave can be used per occurrence.
- Must be taken in at least two-week increments, but can be taken in shorter increments on two occasions.
- The deadline for parental leave is one year from the date of birth, adoption, or fostering.



PDL to Parental Leave Transition

- Stay in touch with the District to inform us when the doctor removes you from a disabled status. This is when you'll transition from PDL To Parental Leave.
- If you are part-time, since the contract covers 50% pay for Parental Leave, your pay during leave may increase when you transition to Parental Leave if you had already exhausted your sick time.



Bereavement

- Five days per death for immediate family (25.1)
- Three days per death for non-immediate family, or five days if 200+ miles of travel is needed (25.2).
- Unpaid leave may be taken for bereavement of individuals who would have been subject to sections above, but for a change in marital or familial circumstances (e.g., ex-spouse).



Bereavement (contd.)

- Unpaid leave may also be taken for a one designated person per year, identified at the time of the leave request (e.g., loss of a close friend).
- Sick leave can be used, if available, to remain in a paid status for unpaid leaves.
- Leave can be taken non-consecutively for up to 3 months after the date of death.
- Submit the absence certification to your dean.



Questions

- Review your CCFF collective bargaining agreement.
- Contact us if there are any questions at hr@cerritos.edu

