

STAFF HANDBOOK POLICY REVISION

Item: To revise the staff handbook section 3.9 regarding Maternity Leave.

Discussion:

1. Section 3.9 of the employee handbook addresses employee maternity leave.
2. Employees currently do not have any other choice but to use sick leave the birth of a baby, or adoption of a child. Using up all sick leave for these reasons does not leave the employee options in the event of an illness or accident.
3. The Town should offer maternity/paternity leave to assist new parents in caring for their child.

Recommendation:

1. Town Council adopts the following revision to the Employee Handbook

3.9 Maternity and Paternity Leave

The Township will provide eight weeks of paid maternity leave to the mother for the birth of a child. The Township will provide two weeks of paternity leave to the father for the birth of a child and to the mother or father for the adoption of a child.