

1 335 . ANTICIPATED DISABILITY

2 **1. Purpose**

3 Leaves of absence will be provided for any administrative employee of this district whose absence from  
4 duties will be required for a foreseeable event of disability such as childbirth or surgery. Such provisions  
5 shall be governed by considerations for the health of employees, the need for continuity in school  
6 operations, and the maintenance of a qualified district staff.

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8 **2. Authority**

9 The Board reserves the right to specify the point at which such leave shall commence consistent with the  
10 health needs of the employee, the length of time for which leave shall continue after the disabling event and  
11 the conditions of pay during such leave. The Board will require notice by the employee of anticipated  
12 disability and the continuing certification of an employee's fitness to perform duties after such notice.

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14 **3. Guidelines**

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16 **A. Effect of Anticipated Disability upon Employment**

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18 1. **Notice** - An employee shall notify his/her supervisor of the anticipated disability as soon  
19 as s/he is under medical supervision for the condition and a date is projected for the  
20 anticipated disability.  
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22 2. **Certification of Fitness** - The employee shall present to his/her supervisor a written  
23 statement by his/her physician of the employee's physical capacity to perform duties  
24 assigned at the time of notification.

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26 When, notwithstanding such certification of fitness, the performance of an employee  
27 anticipating a disability has been substantially affected, the employee shall then be required to  
28 submit a physician's statement stating that s/he is physically fit to continue to perform the  
29 duties assigned.

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31 The district need not assume that an employee's statement or his/her physician's statement  
32 establishes fitness conclusively, but may require a review and examination by the school  
33 physician or a physician selected by the district.  
34 *§1418*

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36 In the event the physician of an employee shall be of a contrary opinion to that of the  
37 physician selected by the district, then the employee and the district shall mutually agree upon  
38 the appointment of an impartial third physician whose medical opinion shall be conclusive  
39 and binding on the issue of medical capacity to continue in the performance of assigned  
40 duties.

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42 If as a result of such examination the employee is found to be fit to perform assigned duties,  
43 s/he may do so or request a leave of absence in accordance with Part C of this policy.

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45 If as a result of such examination the employee is found to be unfit to perform assigned  
46 duties, the employee shall be placed on mandatory sick leave with such compensation to  
47 which s/he is entitled under the sick leave policies of this Board until proof of recovery  
48 satisfactory to the Board is furnished.

49 **B. Employee Request for Additional Leave for Reasons of Disability**

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**Section: Administrative Employees**  
**Title: Anticipated Disability**  
**Date Adopted:**

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51 Any employee may request disability leave of absence to commence before this policy  
52 requires that s/he leave or to extend beyond the period of absence required by the policy  
53 following disability. Such request shall be accompanied by a written statement of the  
54 employee's physician certifying that s/he is unable to perform the duties of his/her position.  
55 Such disability leave shall be subject to the policies for sick leave.  
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57 **C. Employee Request for Additional Leave for Reasons Not Related to Disability**  
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59 An employee may request leave of absence to commence before this policy requires that s/he  
60 leave or to extend beyond the period of absence required by the Board following disability.  
61 Such request shall be subject to the policy on leave of absence, and the leave, when granted,  
62 shall be without pay. The employee on voluntary leave of absence is not eligible for sick  
63 leave pay if disability does then occur.  
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65 *School Code: §1154(e), 1418*