

MEMORANDUM OF UNDERSTANDING

The Finneytown Local School District Board of Education (the “Board”) and the Finneytown Education Association enter into this Memorandum of Understanding (“MOU”) regarding paid parental leave. The parties agree as follows:

WHEREAS, the parties are currently subject to the terms of a collective bargaining agreement effective August 1, 2025-July 31, 2027 (“Collective Bargaining Agreement”); and

WHEREAS, the Board values time with loved ones and supports a work-life balance that allows employees to feel fulfilled and meet obligations, both professionally and personally. The Board desires to provide our employees with Paid Parental Leave (“PPL”) following the birth, adoption, or placement of a child. The Board supports time with family and believe this time is important to heal, bond, and connect.

NOW, THEREFORE, by and between the Board and the Association that the following language, effective August 1, 2025, shall constitute their Agreement as it relates to this matter:

Eligibility

To be eligible for PPL, employees must be full-time or part-time, permanent employees. Temporary employees and interns are not eligible for this benefit. In addition, employees must be employed by Board for at least one year, and have regular work week exceeding twenty-four (24) hours over the twelve (12) months prior to the leave AND must meet one of the following Qualifying Family Events:

- Be the biological parent to and legal guardian of a newborn child; or
- The placement with the staff member of a child¹ for adoption or foster care.²

Time Provided

PPL will run concurrently with any time taken under the Family Medical Leave Act (“29 CFR Part 825”).

¹ Adopted or foster placed child must be younger than compulsory school age for an employee to be eligible for a full allotment of PPL. In other words, if the child to be placed for adoption or foster care is older than compulsory school age, employee shall not be eligible for PPL. “Compulsory school age” shall be defined as in ORC 3321.01(A)(1) which states: “A child between six and eighteen years of age is “of compulsory school age”[.] A child under six years of age who has been enrolled in kindergarten also shall be considered “of compulsory school age” [.]”

² Employees shall not be eligible for PPL for the foster placement and adoption of child. Employee, shall be eligible for foster placement or adoption of child, whichever occurs first. Only one allotment of PPL is available per child.

Eligible full-time employees will receive a maximum of six weeks (30 business days) of PPL per Qualifying Family Event. Employees designated as part time shall receive PPL in the amount of hours of hours they work per week for six weeks per Qualifying Family Event.³ Eligible full-time birth mothers, who deliver a child via a cesarean section, will receive a maximum of eight weeks (40 business days) of PPL for the birth of the their newborn child. Eligible part-time birth mothers, who deliver a child via a cesarean section, shall receive PPL in the amount of hours of hours they work per week for eight weeks.

The birth, adoption or placement of multiple children does not increase the allotment of PPL. Employees are not eligible for more than one allotment of PPL in any rolling 12-month period.

Employees who have a child placed with them for adoption or foster care, and the child is older than compulsory school age, shall be eligible for one week of PPL (5 days for full-time employees) and the amount of hours worked per week for part-time employees.

PPL must be used within the three-month period following a Qualifying Family Event.

Request and Authorization Process

To receive PPL, employees must provide 30 days' notice of their need to take PPL when the need is foreseeable and such notice is practicable. If PPL is foreseeable less than thirty (30) days in advance, the employee must provide notice as soon as practicable. When the need for PPL is not foreseeable, the staff member must provide notice as soon as practicable under the facts and circumstances of the particular case.

Employees must complete the forms and provide documentation as required by the District to substantiate the request.

Pay and Benefits

PPL pay will be administered on regularly-scheduled pay dates according to the employees' normal schedule. PPL shall not include any overtime pay. PPL shall not be permitted for leave for during extended day contracts. Holidays that occur during the leave period shall be counted as one day of Parental Leave and paid as such⁴. PPL must be taken in full days, except if part-time employees normally work only partial days, they must use PPL in increments which equates to a normal work day.⁵

³ For example, an employee who works 25 hours a week, will receive 150 hours (25 hours x 6 weeks) of PPL.

⁴ The employee shall only receive their daily rate for any holiday which overlaps with their PPL, meaning, Employees will not receive "double pay" PPL and holiday pay.

⁵ For example, an employee who works 4 hours per day, must take their leave in 4 hour increments.


If both parents are employees who work on the same campus, the parents may not use PPL simultaneously. If both parents are employees in different campuses, they may take PPL at the same time.

Employees on PPL receive all employer-paid benefits and continue to accrue all other forms of paid leave as if they were in active pay status.

For the Board:

By: 

For the Association:

By:  6/2/25