

## **§ 35.08 PARENTAL LEAVE.**

(A) Employees shall be eligible for up to six weeks (240 hours) of unpaid parental leave in any rolling 12-month period. Such leave shall be available upon: the birth of their own child or children; the birth of their spouse's child or children; or their formal adoption of one or more children. Such leave shall also be available where the employee's child, or employee's spouse's child, is born through the assistance of a surrogate mother. Parental leave shall not be available where an employee, or the employee's spouse, gives birth as a result of serving as a surrogate mother.

(B) With the consent of the employee's supervisor, parental leave may be scheduled in a continuous block of days off, or on a reduced workweek basis. In the event that the supervisor does not agree to a reduced workweek schedule, the leave shall be taken in a continuous block of days off.

(C) Employees may use their accumulated paid time off, compensatory time, vacation, and/or sick leave during their parental leave. Employees are encouraged to manage their paid time off, compensatory time, vacation, and sick leave if they expect a need to use parental leave.

(Ord. 2020-1, passed 4-13-20)