

1 **SECTION .0400 – ANNUITIES AND PENSIONS SALARY AND BENEFITS**

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3 16 NCAC 06C .0408 is adopted with changes as published in 38:23 NCR 1500–1503 follows:

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5 **16 NCAC 06C .0408 PARENTAL LEAVE**

6 (a) For the purposes of this Rule, the following definitions shall apply:

- 7 (1) “Child” means a newborn biological child or a newly placed adopted, foster, or otherwise legally
8 placed child under the age of 18 whose parent is an eligible employee.
- 9 (2) “Continuous” leave means leave taken over a continuous period for the full amount of leave to
10 which an eligible employee is entitled under Paragraph (c).
- 11 (3) “Eligible employee” means a person employed to fill a permanent, probationary, or time-limited
12 position in a public-school unit (“PSU”) who meets the eligibility requirements set forth in
13 Paragraph (b). “Eligible employee” shall not include temporary employees or independent
14 contractors.
- 15 (4) “Intermittent” leave means leave taken in separate periods for a single qualifying event that
16 cumulatively equal the amount of leave to which an eligible employee is entitled under Paragraph
17 (c) of this Rule. Intermittent leave may include periods of leave ranging from half of an employee’s
18 regularly scheduled workday to several consecutive workdays.
- 19 (3) “Parent” means the legal guardian or custodian of a child through birth, adoption, foster care, or
20 other legal placement.
- 21 (4) “Public school unit” or “PSU” is defined in G.S. ~~115C-5(7a)~~. This 115C-5(7a), except that this Rule
22 shall only apply to a charter school if the board of directors for the charter school has opted to
23 provide for paid parental leave in accordance with G.S. 115C-218.90(a)(6). The board shall notify
24 the ~~Division of Financial and Business Services~~ Office of Charter Schools at the Department of
25 Public Instruction of its intent to offer paid parental leave no later than October 1 of the fiscal year
26 for which it intends the leave to be available.
- 27 (5) “Qualifying event” means when an eligible employee becomes a parent to a child.

28 (b) To be eligible for paid parental leave, a PSU employee shall, at the time of the qualifying event, have been in pay
29 status, as defined in 25 NCAC 01D .0105, with a PSU, state agency, or other public entity providing paid parental
30 leave under G.S. 126-8.6 for at least 1,040 hours without a break in service within the previous 12-month period. The
31 employee may aggregate periods of employment with different employers to satisfy this requirement, except that any
32 period of employment by a charter school shall not satisfy this requirement unless the governing board of the charter
33 school has elected to provide paid parental leave in accordance with G.S. 115C-218.90(a)(6). For purposes of this
34 Rule, a break in service is defined in 25 NCAC 01D .0144, provided it shall not include:

- 35 (1) Any period in the past 12 months during which the employee was receiving workers’ compensation
36 under G.S. 97-1 et seq. or on short-term disability under G.S. 135-105.
- 37 (2) Any period in which the employee was on leave without pay.

1 (3) Any period in which the employee was absent due to military service in the Armed Forces of the
2 United States, in accordance with the Uniformed Services Employment and Reemployment Rights
3 Act of 1994, 38 U.S.C. 4301–4333.

4 (4) For a 10- or 11-month employee whose employment will continue for the following school year,
5 the time between the conclusion of one employment period and the commencement of the following
6 employment period.

7 (5) For an employee who transitions from one employer offering paid parental leave under G.S. 126-
8 8.6 to another employer providing paid parental leave under G.S. 126-8.6, any time between the
9 date of separation from the first employer and the date of hire for the second employer, not to exceed
10 31 days.

11 (c) A full-time eligible employee who becomes a parent to a child shall be entitled to the following:

12 (1) For a parent who gives birth to a child, up to eight weeks of paid parental leave consisting of:

13 (A) Four weeks for physical and mental recuperation; and

14 (B) Four weeks for bonding with the child.

15 (2) For any other qualifying event, up to four weeks of paid parental leave for bonding with the child.

16 (d) A part-time eligible employee who becomes a parent to a child shall be entitled to a prorated share of paid parental
17 leave based upon the hours in the employee’s regular, weekly schedule compared to the hours worked by a full-time
18 employee in a similar position within the PSU, provided that the prorated share of leave shall not exceed the total
19 number of weeks provided to a full-time employee under Paragraph (c).

20 (e) If an eligible employee gives birth to a child and places the child up for adoption or into foster care, or otherwise
21 legally places the child with another person to serve as the child’s parent, the employee shall be entitled to up to four
22 weeks of leave for physical and mental recuperation from the time of the child’s birth. Neither a birthing parent nor a
23 non-birthing parent shall be entitled to additional leave for bonding with the child.

24 (f) If a fetus dies prior to a completed birth, or if a child dies after a completed birth, the following rules shall apply:

25 (1) If the fetus dies before the conclusion of the 12th week of pregnancy, there is no qualifying event
26 creating an entitlement to paid parental leave under this Rule.

27 (2) If the fetus dies after the conclusion of the 12th week of pregnancy but prior to a completed birth,
28 an otherwise eligible employee who carried the child shall be entitled to up to four weeks of leave
29 for physical and mental recuperation. Neither a birthing parent nor a non-birthing parent shall be
30 entitled to additional leave for bonding with the child.

31 (3) If a child dies after a completed birth, an otherwise eligible employee shall be entitled to the same
32 amount of leave to which the employee would be entitled under Paragraphs (c) or (d).

33 (g) The paid parental leave provided by this Rule shall result in compensation at 100 percent of the eligible employee’s
34 regular, straight-time pay.

35 (h) The paid parental leave provided under this Rule is in addition to any other leave authorized by this Chapter, State
36 or federal law, or policies established by the PSU, provided that the paid parental leave:

- 1 (1) Shall not be counted against or deducted from an eligible employee's sick, vacation, bonus, or other
2 accrued leave.
- 3 (2) Shall be reported by the PSU separately from all other paid leave.
- 4 (3) Shall not accrue and is not eligible for donation to another employee.
- 5 (4) Shall not be used for calculating the employee's retirement benefits.
- 6 (5) Shall run concurrently with any leave to which the employee may be entitled under the Family and
7 Medical Leave Act, 28 U.S.C. §§ 2601–2654, provided the PSU has complied with the appropriate
8 notice requirements in 29 C.F.R. § 825.300.

9 (i) An eligible employee who requests paid parental leave shall do so in accordance with policies adopted by the
10 employee's PSU, subject to the following:

- 11 (1) The paid parental leave may be used any time during the 12 months following a qualifying event on
12 either a continuous or intermittent basis. A PSU shall not deny or delay an employee's request to
13 use paid parental leave, or otherwise require the employee to use the leave on a prescribed schedule,
14 without the employee's consent.
- 15 (2) The employee shall provide advanced notice to the PSU of the employee's intent to use paid parental
16 leave in accordance with policies adopted by the PSU. When possible, the employee shall provide
17 notice at least ten weeks in advance of a qualifying event, but under no circumstances shall a PSU
18 require more than ten weeks' notice.
- 19 (3) The paid parental leave provided by this Rule may be used only once for a qualifying event within
20 a 12-month period. Multiple births, adoptions, or other legal placements within the same 12-month
21 period shall not entitle an otherwise eligible employee to more than one award of paid parental
22 leave.
- 23 (4) If both parents of a child are employed by the same PSU, the PSU shall permit both parents to take
24 paid parental leave simultaneously if they so request, subject to Subparagraphs (1) and (2) of this
25 Paragraph.
- 26 (5) An employee shall forfeit any unused paid parental leave 12 months after the date of the qualifying
27 event.

28 (j) This paid parental leave provided by this Rule applies only to requests for paid parental leave related to qualifying
29 events occurring on or after July 1, 2023. Nothing in this Rule shall prohibit an employer, if authorized, from providing
30 paid parental leave in amounts greater than what is required by this Rule.

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32 *History Note:* Authority G.S. 115C-12(5); 115C-12(8); 115C-12(16); 115C-272; 115C-285; 115C-302.1; 115C-
33 315; 126-8.6;
34 *Temporary Adoption Eff. Oct. 27, 2023;*
35 *Eff. October 1, 2024.*