

Family and Medical Leave Act (FMLA) Planning Calendar

2009

S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S							
JANUARY							FEBRUARY							MARCH							APRIL													
				△	△	3	1	2	3	4	5	6	7	1	2	3	4	5	6	7	5	6	7	8	9	△	11							
4	5	6	7	8	9	10	8	9	10	11	12	13	14	8	9	10	11	12	13	14	12	13	14	15	16	17	18							
11	△	12	13	14	15	16	17	15	16	17	18	19	20	21	15	16	17	18	19	20	21	19	20	21	22	23	24	25						
18	△	19	20	21	22	23	24	22	23	24	25	26	27	28	22	23	24	25	26	27	28	26	27	28	29	30								
25	26	27	28	29	30	31								29	30	31																		
MAY							JUNE							JULY							AUGUST													
					1	2	1	2	3	4	5	6	1	2	△	4							1											
3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8							
10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15							
17	△	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22						
24	△	25	26	27	28	29	30	28	29	30				26	27	28	29	30	31	23	24	25	26	27	28	29								
31													30	31					30	31														
SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER													
					1	2	3	4	5						1	2	3	1	2	3	4	5	6	7						1	2	3	4	5
6	△	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12						
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19							
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	△	△	28	20	21	22	23	△	△	26							
27	28	29	30				25	26	27	28	29	30	31	29	30					27	28	29	30	31										

2010

S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S			
JANUARY							FEBRUARY							MARCH							APRIL									
				△	△	2	1	2	3	4	5	6	1	2	3	4	5	6					1	△	3					
3	4	5	6	7	8	9	7	8	9	10	11	12	13	7	8	9	10	11	12	13	4	5	6	7	8	9	10			
10	11	12	13	14	15	16	14	15	16	17	18	19	20	14	15	16	17	18	19	20	11	12	13	14	15	16	17			
17	△	18	19	20	21	22	23	21	22	23	24	25	26	27	21	22	23	24	25	26	27	18	19	20	21	22	23	24		
24	25	26	27	28	29	30	28							28	29	30	31				25	26	27	28	29	30				
31																														
MAY							JUNE							JULY							AUGUST									
						1	1	2	3	4	5	1	2	3								1	2	3	4					
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	△	6	7	8	9	10	1	2	3	4	5	6	7			
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17	8	9	10	11	12	13	14			
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	15	16	17	18	19	20	21			
23	24	25	26	27	28	29	27	28	29	30			25	26	27	28	29	30	31	22	23	24	25	26	27	28				
30	△																		29	30	31									
SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER									
					1	2	3	4						1	2	1	2	3	4	5	6						1	2	3	4
5	△	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11		
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18			
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	△	△	27	19	20	21	22	△	△	25			
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30				26	27	28	29	30						
							31																							

- Vacation Day
- Sick Day
- Short-term Disability Day
- Paid Holiday
- Floating Holiday
- Unpaid

Vacation, Sick, Short-Term Disability, and Floating Holiday are subject to eligibility. If employee is in an unpaid status, holiday pay is not available. Holidays count toward 60 day/12 week allotment of FMLA.

Support Staff

For approved FMLA time you may use accrued sick and/or vacation time. If you do not have enough sick and/or vacation time to cover your leave, you will be in an unpaid status. You may not use short-term disability until your 61st consecutive working day absent for approved medical reasons.

Administrators

For approved FMLA time you may use accrued short-term disability (STD) time after one year of service. You accrue 1 day for every full month you work. When 100% STD days are no longer available, you will be paid at 75% for approved FMLA reasons. You may also use eligible vacation time.

Faculty

For approved FMLA time you may use accrued short-term disability (STD) time after one year of service. You accrue 1 day for every full month you work. When 100% STD days are no longer available, you will be paid at 75% for approved FMLA reasons. FMLA is not counted during non-scheduled work times such as summer break, winter break, and spring break.