

New Hampshire Charter School Office

Best Practice Submission Form

School Name:	Mountain Village Charter School
Best Practice Title:	Paid Maternity/Paternity Leave
Applicable Categories:	 □ Accountability and Performance Monitoring □ Business Operations □ Community/Student Engagement □ Curriculum Design □ Fundraising □ Leadership & Governance □ Professional Development ☑ Recruitment and Retention (Staff or Student) □ School Culture □ Other
School Mission:	To engage students in experiences that integrate natural environments with the Montessori curriculum, igniting achievement in academic, social-emotional, and physical development
Purpose:	To ensure the retention of staff by allowing paid time off after the addition of a new child.
Summary:	Eligible teachers and staff members will receive half pay for a maximum of eight weeks of paid parental leave in any rolling 12-month period, regardless of whether more than one birth/adoption event occurs within that 12-month time frame. Each week of paid parental leave is compensated at 50% of the individual's regular, straight-time weekly pay and regularly scheduled hours. Paid parental leave will be paid by MVCS either on a weekly or biweekly basis, on regularly scheduled pay dates. Approved paid parental leave must be taken within 12 months of the date of birth or adoption. Eligibility: Be a teacher/staff member who has worked at MVCS full time for a minimum of 12 continuous months. Plans to return to a FT or PT capacity for the remainder of the school year.
Partner(s) in Development:	
Contact Person:	Merrill Degraff, Head of School Merrill@mountainvillagecharterschool.org
Resources or Documentation:	