

SENATE BILL 969

K3, P4

11r3084

By: **Senator Ferguson**

Introduced and read first time: March 7, 2011

Assigned to: Rules

A BILL ENTITLED

1 AN ACT concerning

2 **Labor and Employment – Administrative Leave – Parent–Teacher**
3 **Conferences**

4 FOR the purpose of authorizing an employee to use administrative leave to attend a
5 parent–teacher conference; requiring an employee to notify the employer a
6 certain number of days before the employee will use administrative leave to
7 attend a parent–teacher conference; prohibiting an employee who uses
8 administrative leave under this Act from using more than a certain number of
9 hours per parent–teacher conference and using administrative leave more than
10 a certain number of times per school semester; authorizing an employer to
11 require certain evidence under certain circumstances; defining certain terms;
12 and generally relating to the use of administrative leave by employees.

13 BY adding to

14 Article – Labor and Employment

15 Section 3–803

16 Annotated Code of Maryland

17 (2008 Replacement Volume and 2010 Supplement)

18 SECTION 1. BE IT ENACTED BY THE GENERAL ASSEMBLY OF
19 MARYLAND, That the Laws of Maryland read as follows:

20 **Article – Labor and Employment**

21 **3–803.**

22 **(A) (1) IN THIS SECTION THE FOLLOWING WORDS HAVE THE**
23 **MEANINGS INDICATED.**

24 **(2) (I) “ADMINISTRATIVE LEAVE” MEANS TIME AWAY FROM**
25 **WORK FOR WHICH AN EMPLOYEE RECEIVES COMPENSATION.**

EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

[Brackets] indicate matter deleted from existing law.



1 **(II) “ADMINISTRATIVE LEAVE” DOES NOT INCLUDE SICK**
2 **LEAVE, VACATION TIME, OR COMPENSATORY TIME.**

3 **(3) “EMPLOYER” MEANS:**

4 **(I) A PERSON ENGAGED IN A BUSINESS, INDUSTRY,**
5 **PROFESSION, TRADE, OR OTHER ENTERPRISE IN THE STATE;**

6 **(II) THE STATE AND ITS UNITS;**

7 **(III) A COUNTY AND ITS UNITS; AND**

8 **(IV) A MUNICIPAL GOVERNMENT IN THE STATE.**

9 **(B) SUBJECT TO SUBSECTIONS (C), (D), AND (E) OF THIS SECTION, AN**
10 **EMPLOYEE OF AN EMPLOYER MAY USE ADMINISTRATIVE LEAVE TO ATTEND A**
11 **PARENT-TEACHER CONFERENCE.**

12 **(C) AN EMPLOYEE WHO USES ADMINISTRATIVE LEAVE UNDER THIS**
13 **SECTION SHALL NOTIFY THE EMPLOYER AT LEAST 3 DAYS BEFORE THE**
14 **EMPLOYEE WILL USE THE ADMINISTRATIVE LEAVE.**

15 **(D) AN EMPLOYEE WHO USES ADMINISTRATIVE LEAVE UNDER THIS**
16 **SECTION MAY NOT:**

17 **(1) USE MORE THAN 4 HOURS OF ADMINISTRATIVE LEAVE PER**
18 **PARENT-TEACHER CONFERENCE; AND**

19 **(2) USE ADMINISTRATIVE LEAVE MORE THAN ONCE PER SCHOOL**
20 **SEMESTER.**

21 **(E) AN EMPLOYER MAY REQUIRE AN EMPLOYEE TO PROVIDE EVIDENCE**
22 **THAT THE EMPLOYEE ATTENDED THE PARENT-TEACHER CONFERENCE AFTER**
23 **THE EMPLOYEE USES LEAVE UNDER SUBSECTION (B) OF THIS SECTION.**

24 SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall take effect
25 October 1, 2011.