

OHLONE COMMUNITY COLLEGE DISTRICT

Memorandum

TO: Board of Trustees

FROM: Douglas Treadway

DATE: June 14, 2006

SUBJECT: Approval of Family Medical Leave of Absence,
Senior Human Resources Specialist

Ms. Donna Ireland, Senior Human Resources Specialist has requested a Family Medical Leave of Absence for the period June 6, 2006, through August 11, 2006. The leave is requested by the employee for health reasons.

RECOMMENDATION:

The President/Superintendent recommends approval of a Family Medical Leave of Absence for Ms. Donna Ireland, Senior Human Resources Specialist, for the period June 6, 2006, through August 11, 2006 with full group health benefits not to exceed twelve weeks in accordance with the Family Medical Leave Act of 1993 (FMLA).

DT:di/D Ireland FMLA leave