

Mother Friendly Workplace

The district recognizes that a normal and important role for mothers is to have the option and ability to express milk in the workplace. The Board directs the superintendent or designee to develop procedures to ensure that all district employees shall be provided with an adequate and private location for the expression of milk.

The location for the expression of milk shall not be a public restroom or toilet stall, and shall be in close proximity to the employee's work area. The location designated shall be a private space such as an office space, conference room, classroom or staff room.

The following accommodations shall be available:

1. Advice of a school nurse or health professional, if needed, in determining the most reasonable facility accommodation;
2. A door with a lock for privacy;
3. An electrical outlet for electric pumps;
4. A sign up sheet and a sign posting the room as "private during use";
5. A flexible work schedule in consideration of the staff member's responsibility.

The employer and the employee will work together to provide the employee a 30-minute unpaid rest period to express milk during each 4-hour work period, or the major part of a 4-hour work period, to be taken by the employee approximately in the middle of the work period.¹ If feasible, the employee will take the rest period at the same time as the rest periods or meal periods provided by the district.

The district shall notify employees of this policy and publish a list of the designated locations throughout the district for the expression of milk on an annual basis. This list will be made available to all district employees upon request in the central administrative office and will be published on the district intranet.

END OF POLICY

Legal Reference(s):

[ORS 243.650](#)
[ORS 653.077](#)

[ORS 653.256](#)

[OAR 839-020-0051](#)

¹Districts should refer to their collective bargaining agreements to determine if the "rest period" is paid, nonpaid or a combination.