

# DESIGNATION NOTICE

FMLA | SELF | CONTINUOUS

RECEIVED

May 07 2025

SC Court of Appeals

CHERLANIA BROWN | [REDACTED]  
190 TEACHER ASSISTANT 1 | [REDACTED]  
ELEMENTARY

We have reviewed your request for leave under the FMLA and any supporting documentation that you have provided. We received your most recent information on 2025-04-24 and decided **your leave request has been approved. All leave taken for this reason will be designated as FMLA leave. The Family and Medical Leave Act is an unpaid, job protected leave of absence. The Medical Non-FMLA leave is a leave of absence under the South Carolina Code of Laws.**

**The FMLA requires that you notify us as soon as practicable if dates of scheduled leave change or are extended, or were initially unknown.** Based on the information you have provided to date, we are providing the following information about the dates and amount of time that will be counted against your leave entitlement.

## LEAVE SCHEDULE:

PPL Start Date	_____	FMLA/LOA START DATE:	2025-04-07		
PPL End Date	_____	FMLA/LOA End Date:	2025-05-02	Return to Work Date:	2025-05-05

## ENTITLEMENT

Provided there is no deviation from your anticipated leave schedule, the following number of hours, days, and weeks will be counted against your leave entitlement (Please note that Paid Parental Leave (PPL) & FMLA run concurrently):

120 Hours      15 Days      3 Weeks

## COMPENSATION

You are required to use paid leave during your leave of absence. As of today you have the following amount of paid leave hours available for your upcoming leave of absence. **Employees will not accrue sick leave while on a FMLA/LOA leave of absence.**

41.30	SICK	8	PERSONAL BUSINESS	0	VACATION	49.30	TOTAL PAID ACCRUALS	70.07	TOTAL UNPAID ACCRUALS
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PARENTAL LEAVE COMPENSATION N/A

## CONTINUATION OF BENEFITS

For the time you are under FMLA, you will be responsible for the employee's portion of your insurance premium only. Your premiums will be deducted from any pay you receive during your absence.

If you do not have a sufficient amount of paid leave to cover your time away, it is your financial responsibility to pay the following premiums directly to Charleston County School District to maintain your benefits coverage.

HEALTH/ TOBACCO USE	\$97.68
DENTAL/ DENTAL PLUS	\$28.80
VISION	\$6.30
OPTIONAL LIFE	\$11.52
SPOUSE/DEPENDENT LIFE	\$0.00
SLTD	\$13.18

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MED- SPENDING

\$168.80

\$ 326.28 TOTAL MONTHLY PREMIUM

## DONATED LEAVE PROGRAM

The Donated Leave program provides a method for an employee to donate a portion of their unused accumulated sick leave to another employee of Charleston County School District when that employee or their immediate family member is suffering from serious health conditions (as defined by FMLA). To qualify for the Donated Leave Program an employee must meet the following guidelines.

1. Employees must work a minimum of 30 hours per week
2. Employees must be on an **approved leave of absence**.
3. Employees must have exhausted all of their accumulated sick leave, personal business and vacation leave.
4. Employees must be absent a **minimum of 5 consecutive** work days. **Donated leave will begin on the 1st day after exhausting all of your own available accruals.**

**Sick Leave donations will not be backdated. If qualified, the recipient will receive sick leave donation(s) on day 6 of their leave of absence. The recipient is eligible to receive a maximum of 55 days sick leave when on a 60 day (12 week) leave of absence. Donations will not exceed 85 days.**

**Paid Parental Leave (PPL) participants are required to meet the 5-day donated leave eligibility after PPL leave has ended.**

If an employee qualifies for the Donated Leave Program, the Leave Administrators will forward instructions to the employee's supervisor with the link to the donated leave request form and information on how to manage the collection process.

The **donor recipient** (employee in need) is not allowed to solicit donations and the **donors (employees providing sick leave) and the amount of donations received are to remain anonymous.**

## SUPPLEMENTAL VENDOR INFORMATION

Please contact the supplemental vendor(s) directly for claim forms, waiting period information, and cancellations. Our current third party vendor list is below.

SUPPLEMENTAL VENDOR	REPRESENTATIVE	CONTACT NUMBER
AFLAC	NAKIA BOPP	843-568-0458
ALLSTATE American Heritage Cancer	WARD SERVICES	800-673-6472
AMERICAN AMICABLE LIFE	SHARON BROWN	843-345-0976
CONTINENTAL AMERICAN	TALLY DAPORE	843-762-0027
LIBERTY MUTUAL	CUSTOMER SERVICE	800-225-8281
LIFE OF ALABAMA	DAVID WHITE	843-875-1340
TRUSTMARK Critical Illness, Short Term Disability, Long Term Care and Universal Life	CUSTOMER SERVICE	800-918-8877
UNUM PROVIDENT	CUSTOMER SERVICE	800-635-5597

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## TIME ENTRY WHILE ON LEAVE

To prevent duplication of charged time, we ask that employees NOT key or request their time off in the timekeeping system. **The Leave Administrator will key your leave for your approved dates.**

## BENEFIT CHANGES WHILE ON LEAVE

Employees needing to make changes to their benefits while out on paternity leave can do so online via the [MyBenefits](https://mybenefits.sc.gov/mybenefits/authentication/checkBrowser.do) portal (<https://mybenefits.sc.gov/mybenefits/authentication/checkBrowser.do>) or [www.peba.sc.us](http://www.peba.sc.us). Employees have 31 days from the date of the event to make changes.

**DID YOU KNOW?** When adding a newborn to your insurance you will need the long form birth certificate with the employee's name listed as either the mother or father. Please visit your local Vital Records office at 3685 Rivers Ave in North Charleston for same day service.

## RETURN TO WORK CERTIFICATION

All employees must complete the top portion of the Fit for Duty certification outlining their intent to return to work. Employees out for their own serious medical condition must have the Fit for Duty certification (bottom portion) completed by their physician and provided to the Leave Administrator at least five (5) days prior to your return to work or to request an extension of the current leave of absence.

## RETURN TO WORK NOTICE

All employees returning to work from a leave of absence are **required** to notify the Leave Administrators when they return back to work. Employees must complete the online [RTW NOTICE](#) within 48 hours of your return. If notice is not received by the Leave Administrators the employees pay may be impacted.

## PAYROLL SCHEDULE

<u>PAY DAY</u>	<u>ATTENDANCE PERIOD</u>	<u>PAY DAY</u>	<u>ATTENDANCE PERIOD</u>
07/15/24	06/09/24 - 06/22/24	02/14/25	01/05/25 - 01/18/25
07/31/24	06/23/24 - 07/06/24	02/28/25	01/19/25 - 02/01/25
08/15/24	07/07/24 - 07/20/24	03/14/25	02/02/25 - 02/15/25
08/30/24	07/21/24 - 08/03/24	03/31/25	02/16/25 - 03/08/25
09/13/24	08/04/24 - 08/17/24	04/15/25	03/09/25 - 03/22/25
09/30/24	08/18/24 - 09/07/24	04/30/25	03/23/25 - 04/05/25
10/15/24	09/08/24 - 09/21/24	05/15/25	04/06/25 - 04/19/25
10/31/24	09/22/24 - 10/05/24	05/30/25	04/20/25 - 05/03/25
11/15/24	10/06/24 - 10/19/24	06/13/25	05/04/25 - 05/24/25
11/29/24	10/20/24 - 11/02/24	06/30/25	05/25/25 - 06/07/25
12/13/24	11/03/24 - 11/16/24	07/15/25	06/08/25 - 06/21/25
12/31/24	11/17/24 - 11/30/24	07/31/25	06/22/25 - 07/05/25
01/15/25	12/01/24 - 12/21/24	08/15/25	07/06/25 - 07/19/25
01/31/25	12/22/24 - 01/04/25		

# Letter from Heaven

To my dearest family, some things I'd like to say But first of all, to let you know, that I arrived okay. I'm writing this from heaven. Here I dwell with God above. Here, there's not more tears of sadness; Here is just eternal love. Please do not be unhappy just because I'm out of sight. Remember that I am with you every morning, noon, and night. That day I had to leave you when my life on earth was through. God picked me up and hugged me and He said, "I welcome you. It's good to have you back again; you were missed while you were gone. As for your dearest family, they'll be here later on. I need you here badly, you're part of my plan. There's so much that I have to do, to help our mortal man" God gave me a list of things that he wished for me to do.

And foremost on the list, was to watch and care for you. And when you lie in bed at night the day's chores put to flight. God and I are closest to you...in the middle of the night.

When you think of my life on earth, and all those loving years. Because you are only human, they are bound to bring you tears.

But do not be afraid to cry: it does relieve the pain. Remember there would be no flowers, unless there was some rain. Wish that I could tell you all that God has planned. If I were to tell you, you wouldn't understand.

But one thing is for certain, though my life on earth is over, I'm closer to you now, than I ever was before.

There are many rocky roads ahead of you and many hills to climb; But together we can do it by taking one day at a time.

That It was always my philosophy and I'd like it for you too; as you give unto the world, the world will give to you. If you can help somebody who's in sorrow and pain; Then you can say to God at night..."My day was not in vain." And now I am contented...that my life was worthwhile. Knowing as I passed along the way I made somebody smile.

So, if you meet somebody who is sad and feeling low; Just lend a hand to pick him up, as on your way you go.

When you're walking down the street and you've got me on your mind; I'm walking in your footsteps only half a step behind. And when it's time for you to go...from that body to be free. Remember you're not going... you're coming here to me.

P.S. God sends his Love.

## Pallbearers

Patrick Hamlette

Anthony Thompson

Joseph Randolph, III

Calvin Turner, Jr.

Tony Avery

Jack-Joshua Brown

Carlton Turner

## Honorary Pallbearers

Anthony Brown-Thompson, Jr.

Gregory Brown, III

Jordan Brown

David Brown

Eric Capers, Jr.

Therus Brown

## Floral Bearers

Debra Meyers

Shelia

Janice Edney

Ushers of Vanderhorst

## Acknowledgements

The family of the late

**Kelle B. Hamlette**

wishes to extend sincere gratitude for all expressions of kindness and comfort during their time of bereavement.

## Professional Services Entrusted To:



DICKERSON MORTUARY LLC

843-718-0144  
4700 Rivers Avenue  
North Charleston, SC 29405  
www.dickersonmortuary.net  
"Where Service is the Key"

Programs By Platinum Kreations, LLC

Katrina R. Page | (843) 564-8628



## CELEBRATION OF LIFE FOR THE LATE

# Kelle B. Hamlette

Sunrise  
February 11, 1975

Sunset  
April 17, 2025



Saturday, April 26, 2025  
12:00 pm

Vanderhorst Memorial CME Church  
66 Hanover Street, Charleston, SC 29403

Interment  
Emmanuel AME Church Cemetary  
Charleston, SC



# LIFE REFLECTIONS OF

## *Kelle Michelle Brown Hamlette*

**Mrs. Kelle Michelle Brown Hamlette** was born on February 11, 1975, in Tallahassee, Florida, to Rev. Jack Brown Jr. of Monroe, North Carolina, and Mrs. Kellerceal Randolph Brown-Wragg of Charleston, South Carolina. She was the youngest of four daughters. Kelle peacefully transitioned on April 17, 2025, at her home in Charleston, South Carolina.

Kelle graduated from Burke High School in 1993 and furthered her education at Trident Technical College. At the age of 19, she became a part of the team that opened the first Publix store in the Charleston area, located in Mt. Pleasant. Starting as a cashier and customer service representative, she worked her way up and later helped open the Publix store in West Ashley. She eventually became a supervisor, overseeing cashiers and customer service operations, and was deeply valued for her strong work ethic and warm personality.

On November 8, 1997, Kelle married her high school sweetheart, Patrick Ivor Hamlette. Together, they were blessed with two daughters, Tai'yonna Mi'kelle Hamlette and Tanaya Taivor Hamlette, and a beloved son, Daniel Kinloch.

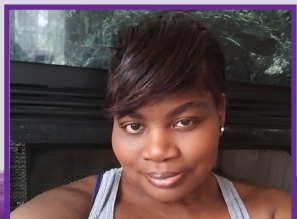
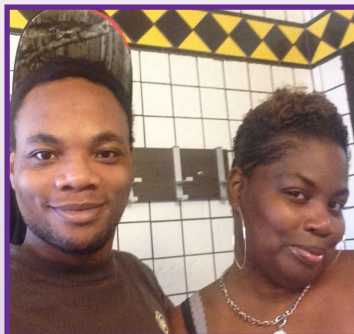
Throughout her life, Kelle faced significant health challenges, including Chiari Malformation. She bravely underwent multiple surgeries and endured two strokes. Despite these trials, Kelle remained a devoted wife, mother, daughter, sister, and friend. Her unwavering strength, resilience, and faith were a beacon of inspiration to all who knew her.



Kelle leaves to cherish her memory her husband, children, and parents. She is also survived by her siblings: Jacqueline (Anthony) Thompson of Charleston, SC; Cherlania Brown of North Charleston, SC; Carmita (Rev. Eric) Capers of Columbia, SC; Therus (Wanda) Brown of Madison, FL; and Robert "Butch" (Cookie) Baker of Monroe, NC. She is also remembered by her father-in-law, Mr. James Campbell Sr.; brothers-in-law, Winston Hamlette Jr., and James Campbell Jr.; sisters-in-law, Tonya (Michael) Hutchinson and Denise Johnson; uncles Jodie (Joe) Hall and Joseph (Alfreda) Randolph, Jr. as well as numerous nieces, nephews, cousins, and friends.

The family extends their heartfelt gratitude to Dr. Patel, Dr. Michael Villegas, Dr. Larry Jones, Dr. Padgett, and the dedicated medical staff at MUSC and Roper Rehab for their compassionate care.

Kelle's kindness, radiant smile, and unshakable strength will forever live on in the hearts of all who loved her.



# Order of Service

**Presiding: Rev. Jacob Teasdel**

Processional..... Family and Friends

Opening Selection..... Tanaya Hamlette, Daughter

Prayer..... Rev. Jesse Washington Jr.

Scripture Readings

Old Testament..... 2 Samuel 22:2-7..... Rev. Charlene Williams

New Testament..... 1 Corinthians 15:50-58..... Rev. Jerome Perry

Gospel..... John 11:22-28..... Rev. Henrietta Rivers

Musical Selection..... Cherlania Brown, Sister

Remarks:

Husband: Patrick Hamlette and Daughter Tai'Yonna Hamlette

Deacon: Matthew Jeffcoat

Burke High School Class of 93: Belinda Hodges and Shawnte Aiken

Family: Jackie Thompson (Sister), Jack-Joshua Brown (Nephew)

Minister Zarita Brown (Cousin)

Acknowledgements/Resolutions..... Sister Hattie Ellerbee

Prayer of Comfort..... Rev. David Dubay

Musical Selection..... Matthew McClellan

Words of Comfort..... Rev. Chavetta Carter

Recessional..... Family and Friends

Closing Selections

Burial

