

Fundamentals of Employment Law Hypothetical

June 2, 2026

Presented by:
Anna Cole and Hannah Devoe

800.727.1941 | dwmlaw.com

Copyright 2024 Drummond Woodsum. All rights expressly reserved.

1

1

ONBOARDING & PAYING SAM

- You are onboarding a new employee – Sam.
- Sam is a full-time, hourly employee in Town Hall.
- Sam’s starting wage is \$20 per hour and she is eligible for a \$1,000 bonus for “exceptional work” each quarter.
- Sam is expected to work 35 hours per week, but might have to put in some extra hours (with prior approval, of course).
- **(1) Is Sam an exempt or nonexempt employee?**
- **(2) If Sam is nonexempt, how would you calculate the overtime rate?**

800.727.1941 | dwmlaw.com

Copyright 2024 Drummond Woodsum. All rights expressly reserved.

2

2

SAM AS A VOLUNTEER

- Sam shares that she has a child who will be participating in spring baseball with the rec department!
- She shares that she has volunteered to mow the fields before and during the season, because there is no one else to do it.
- **Does Sam need to be paid for her volunteer time? Why or why not?**

800.727.1941 | dwmlaw.com

Copyright 2024 Drummond Woodsum. All rights expressly reserved.

3

3

SAM RAISES CONCERNS

- Sam comes to Human Resources to discuss concerns she has that her boss is unprofessional. Specifically, she asserts that her boss:
 - Routinely refers to her as “Ma’am,” which she feels is derogatory;
 - Told her not to train a longstanding Town employee on a new software system because that individual was “too old to learn” and should “just retire,” which made her uncomfortable; and,
 - Has inappropriately assigned his work tasks to her, which she thinks is unfair.
- **Reviewing each of Sam’s concerns, has she raised potential claims of harassment or discrimination against her boss.**
 - If so, what is the appropriate response?
 - If not, what is the appropriate response?

800.727.1941 | dwmlaw.com

Copyright 2024 Drummond Woodsum. All rights expressly reserved.

4

4

SAM REQUESTS AN ACCOMMODATION

- You receive a call from Sam's direct supervisor with some questions about a recent accommodation request. They came forward with the following request:

I need an accommodation because I am immune compromised. Specifically, I'd like to be placed in a private office with no direct contact with the general public for at least six months.

- (1) What law is implicated with this request?**
- (2) What else do we need to know before responding?**

800.727.1941 | dwmlaw.com

Copyright 2024 Drummond Woodsum. All rights expressly reserved.

5

5

SAM REQUESTS AN ACCOMMODATION

- With guidance from counsel, you sent a clarification letter to Sam's doctor(s). You received the following information:

*Sam will be immune compromised for six months. She needs this accommodation because she cannot be around germs.
Please move Sam's desk to a private area or permit Sam to work from home.*

- (1) What have we learned?**
- (2) What information are we still missing?**
- (3) Just looking at the letter, what would be the next step?**

800.727.1941 | dwmlaw.com

Copyright 2024 Drummond Woodsum. All rights expressly reserved.

6

6

SAM REQUESTS AN ACCOMMODATION

- When Sam brought the letter to you, she thanks you for being cooperative and tells you:

It has been such a tough couple of months – I have an autoimmune disease that I take medication for, which helps my immune system stay strong. However, I had to stop taking it because my partner and I are trying to get pregnant.

- **(1) What additional law(s) are implicated by Sam’s comment?**
- **(2) How, if at all, does Sam’s disclosure change the plan of action?**

7

SAM REQUESTS AN ACCOMMODATION

- You decide leave might be the best accommodation...
- Sam has only been employed for seven months.
- **(1) Is Sam eligible for leave under the FMLA?**
- **(2) Is Sam eligible for leave otherwise?**

8

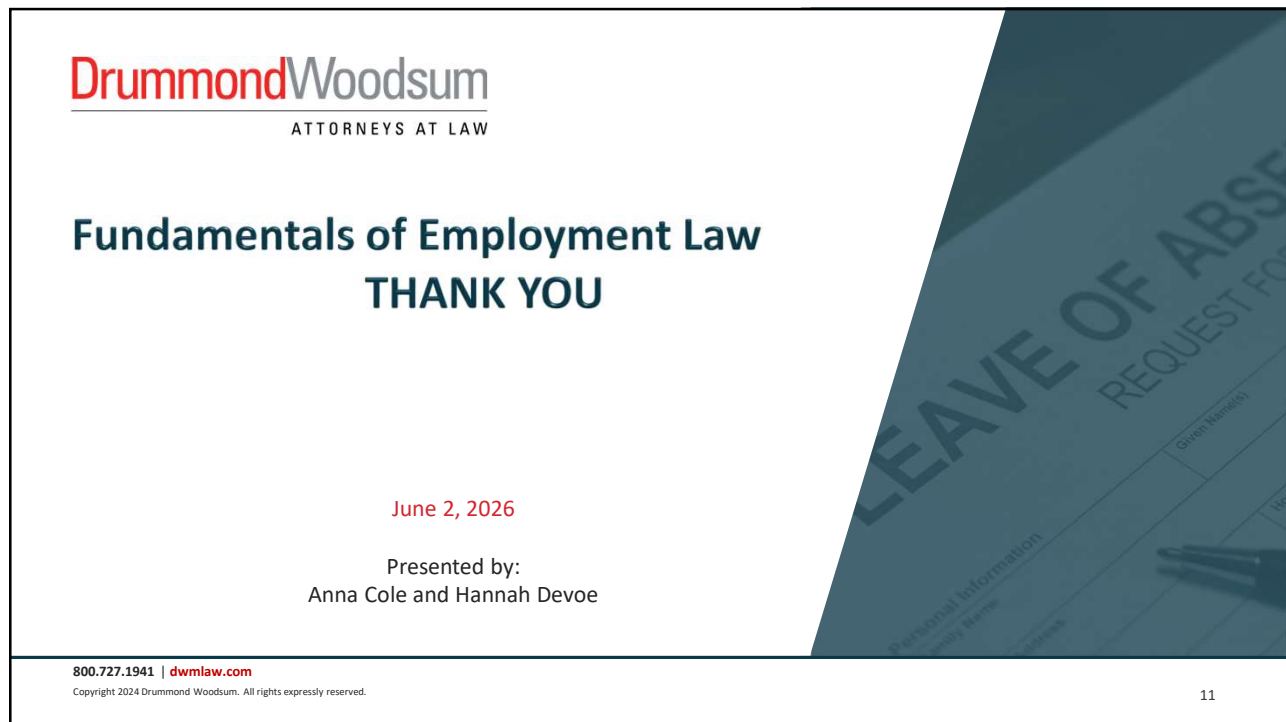
- TIME JUMP

9

SAM (ALLEGEDLY) MAKES A MISTAKE

- Sam has been asked to help on-board another employee in her department. The employee comes to Human Resources and raises concerns that:
 - Sam is never at work on time or available to answer questions; and,
 - When she is available, she is dismissive of the new employee making comments like “I thought all young people knew how to work computers.”
- **What are the steps to address these concerns?**

10



DrummondWoodsum
ATTORNEYS AT LAW

Fundamentals of Employment Law THANK YOU

June 2, 2026

Presented by:
Anna Cole and Hannah Devoe

800.727.1941 | dwmlaw.com
Copyright 2024 Drummond Woodsum. All rights expressly reserved.

11