

COVID Leave Resolution 2021-2022

Whereas, the Jacksonville North Pulaski School District Board of Directors met in a regular, open and properly called Board Meeting on September 13, 2021, at its regular location.

Whereas, the District's administration has recommended for the District to provide up to **ten (10)** additional days of paid leave for its contracted employees who meet the following requirements:

- 30 The employee is ordered by the District, a medical professional, or the Arkansas Department of Health quarantine or isolate due to COVID-19 for one of the following reasons:
 - c0 The employee tested positive for COVID-19 (medical documentation required);
 - d0 The employee experiences COVID-19 symptoms and seeks a medical diagnosis (the District's Point of Contact must be contacted);
 - e0 The employee is a probable close contact or close contact to an individual who tested positive for COVID-19 (the District's Point of Contact must be contacted); or
 - f0 The employee, who is subject to quarantine or isolation for the reasons noted in items a,b, & c, needs to care for a dependent who is subject to quarantine or isolation.
- 40 The employee's job duties are not able to be performed remotely.

Whereas, after discussion, the Board recommends that it adopt the administration's recommendation.

THEREFORE BE IT RESOLVED:

1. This resolution shall be effective from the date of Board Approval to December 31, 2021, and only during such time as no other federal or state COVID-19 leave program is in effect for the benefit of contracted district employees. If a federal or state COVID-19 leave program is in effect for the benefit of contracted district employees, then the requirements of those programs, not this resolution, will govern. The district reserves the right to revoke this resolution at any time.
2. The District will provide up to an additional **ten (10)** days of paid leave for its contracted employees who meet the following requirements:
 - a. The employee is ordered by the District, a medical professional, or the Arkansas Department of Health (ADH) to quarantine or isolate due to COVID-19 for one of the following reasons:
 - i. The employee tested positive for the COVID-19 virus;
 - ii. The employee experiences COVID-19 symptoms and seeks a medical diagnosis;
 - iii. The employee is a probable close contact or close contact to an individual who tested positive for COVID-19; or
 - iv. The employee needs to care for a dependent who is subject to quarantine or isolation, and
 - b. The employee's job duties are not able to be performed remotely.
3. This resolution provides a maximum, cumulative amount of **ten (10)** additional days of paid leave per employee, regardless of how many separate COVID-19 related occurrences occur. For example, if an employee is required to quarantine for five (5) days for a close contact with a person who tested positive for COVID-19, the employee will have five days of leave remaining under this policy.

4. Upon notification that an employee has received a quarantine or isolation order, the District shall review whether the employee has applicable leave remaining under this resolution.
5. All COVID leave must be supported by documentation BEFORE it will be granted.
6. If an employee has applicable leave under this resolution:
 - a. The District shall use available leave under this resolution prior to using other forms of District provided paid leave.
 - b. The District shall automatically switch the employee to another form of applicable District provided paid leave (sick, vacation, personal leave), if available, should the employee's quarantine or isolation order last longer than the employee's available leave under this resolution.
7. If an employee has no leave remaining under this resolution, then the District shall use another form of applicable District provided paid leave (sick, vacation, personal leave), if available.
8. An employee who receives COVID-19 Emergency Leave shall be paid the employee's full contracted daily rate of pay for up to **ten (10)** days. The **ten (10)** days of COVID-19 Emergency Leave may, but is not required to, run consecutively. If the employee is on leave during a District specified holiday or non-work day, the holiday or non-work day will not be counted in the total number of leave days that the employee is eligible for under this resolution. The **ten (10)** days of paid leave provided under this resolution shall be used for eligible leave before other forms of District provided leave is used, including sick leave, personal leave, and vacation days.
9. An employee shall not be eligible to receive the **ten (10)** days of paid leave under this resolution due to the closure of the school or place of care of the employee's child or ward; however, an employee will not have to use sick leave if he or she is able to work remotely.
10. An employee's eligibility to receive paid leave under this resolution shall expire if/when a Federal or State COVID Leave becomes effective, the District revokes this resolution, or on December 31, 2021, whichever occurs first.

The JNPSD School Board hereby adopts the above Resolution to provide for emergency COVID-19 paid leave.

DATE: _____

Board President

Board Secretary