

Families First Coronavirus Response Act

Employee Leave Related to COVID

Federal Family Coronavirus Response Act - a school district employee is entitled to take leave related to COVID 19 if they are unable to work, including telework, because the employee:

1. Is subject to a quarantine order
 2. Advised to self-quarantine related to COVID
 3. Experiencing COVID Symptoms and is seeking a medical diagnosis
 4. Caring for an individual who is subject to quarantine
 5. Expanded FMLA. If there is a childcare need because their school is closed to Coronavirus
 6. Experiencing any other substantially-similar condition
- 2 weeks paid sick to all employees if scenario 1, 2, or 3 apply; full Rate of Pay Max- \$511 per day
 - 2 weeks paid sick leave to all employees if scenario 4 or 6 apply ; ⅔ rate of pay- Max \$200 per day
 - 10 weeks of paid leave to employees that have worked at least 30 days if scenario 5 applies; ⅔ rate of pay- Max \$200 per day

In Skyward:

Time Off Request

* Time Off Code: SICK LEAVE - Days Hours per Day: 8h 00m

* Reason: SICK HALF DAY AM Detail...

Description: Add'l Bereavement
COVID-19 2/3 PAY
COVID-19 -EXPANDED FMLA
COVID-19 FULL PAY

Type: LT DISABILITY/PARENT LEAV/FMLA
SICK FULL DAY

* Start Date: SICK HALF DAY AM

Days: SICK HALF DAY PM

COVID-19 full pay would apply to scenarios 1, 2, and 3 above.

COVID-19 2/3 Pay would apply to scenarios 4 and 6 above.

COVID-19 Expanded FMLA would apply to scenario 5 above.

Any of these leaves would not reduce an employee's sick leave time as granted by the district. After the 10 days in COVID-19 Full Pay and COVID-19 2/3 pay, an employee would then use their regular sick time. If any employee would like to use their regular sick time in the case of scenarios 4 and 6 above, they could do instead of the reduced rate of pay. **Documentation will be required for use of these COVID related absences. Please work closely with your building administrator if you need to utilize these leave options.**

For more information on this federal act that is in effect until **December 30, 2020**, please visit <https://www.dol.gov/agencies/whd/pandemic/ffcra-employee-paid-leave> or call Andy Walsh at extension 1114.