

Bartlett City Board of Education		5038
Descriptor Term: TEMPORARY COVID-19 LEAVE	Descriptor Code: Support Services	Issue Date: 10/08/2021
	Rescinds:	Revised:

1 In April of 2020, the Families First Coronavirus Response Act (FFCRA) became effective with a
2 termination date of December 31, 2020. However, the COVID-19 virus and its emerging variants
3 continue to have a significant impact on our community. Therefore, despite the fact that Bartlett
4 City Schools is not required by law to continue benefits previously granted under the FFCRA, the
5 Bartlett City Board of Education believes that it is in the best interest of the district to voluntarily
6 provide COVID-19 relief benefits under the conditions set forth below for the period of August 1,
7 2021 through June 30, 2022. This policy repeals Bartlett City Board of Education Policy 5038
8 Families First Coronavirus Response Act which was adopted on July 23, 2020.

9 This Policy does not apply to Bartlett City Schools employees that exhausted their FFCRA
10 benefits as of July 30, 2021. If a BCS employee used a portion of their FFCRA benefits prior to
11 July 30, 2021, the benefits below apply only to the amount of FFCRA benefits the employee had
12 remaining as of July 30, 2021.

13 Paid Sick Leave

14 Employees are entitled to up to two (2) weeks of paid sick leave if they are unable to work or
15 telework because the employee:¹

- 16 1. Is subject to a Federal, State, or local quarantine or isolation order due to the employee
17 receiving a positive COVID-19 diagnosis;
- 18 2. Has been advised by a health care provider to self-quarantine due to the employee
19 receiving a positive COVID-19 diagnosis; or
- 20 3. Has been advised by Bartlett City Schools to self-isolate due to the employee receiving a
21 positive COVID-19 diagnosis.

22 This paid leave may be taken if there is work available for the employee to complete and the
23 employee is unable to work or telework for one of the above reasons. Such leave is in addition to
24 any paid leave that an employee may already be entitled to (existing sick leave). Employees are
25 not required to exhaust any other paid leave benefit in order to utilize this new category of paid
26 sick leave.

27 If work is offered to an employee that is able to work and they choose to quarantine instead, the
28 employee must use their accumulated leave time or unpaid leave during their absence.

¹ 29 CFR §826.20(a); 29 CFR §826.21; 29 CFR §826.30(a)

- 1 Employees shall follow BCS procedures for reporting COVID-19 infections and submitting
- 2 requests for leave under this policy. Failure to follow such procedures and/or failure to submit
- 3 appropriate documentation will result in the denial of temporary COVID-19 leave under this policy.

- 4 This policy will be in effect from August 1, 2021 through June 30, 2022 unless the Board takes
- 5 action to extend it. If the state or federal government issues a mandate for COVID-19 related
- 6 leave after adoption of this policy, such mandated leave will supersede this policy, and this policy
- 7 simultaneously will expire.