

## COVID-19 Scenarios and Benefits Available

### Educational COVID Leave

#### Are you eligible?

When an employee is:

1. An exempt professional who is in good standing
2. Continuously employed by the District for a minimum of one year
3. Is requesting a one-year unpaid leave of absence for educational COVID reasons

**Y**

**N**

Submit [Education COVID Leave of Absence form](#) \*\*

Look at other leave options

The Superintendent or designee shall review the request and certify eligibility, after which the request shall be submitted for approval. Employee shall give written notice of his or her desire to return no later than 2/1/2021. Failure to provide notice shall be considered a resignation by the employee.

### Emergency Paid Sick Leave COVID FFCRA\*

#### Are you eligible for EPSL?

When an employee is:

1. Subject to a federal, state, or local quarantine/isolation order related to COVID-19
2. Advised by a health care provider to self-quarantine due to COVID-19 concerns
3. Experiencing symptoms of COVID-19 and seeking medical diagnosis
4. Unable to work in order to care for an individual subject or advised to quarantine or isolate
5. Experiencing any other substantially-similar conditions specified by the U.S. Department of Health and Human Services

**Y**

**N**

Submit [self-report form](#) & [FFCRA Emergency Sick Leave form](#) with documentation\*\*

Address leave request following pre-COVID-19 procedures (i.e. FMLA, ADA, etc.)

FFCRA states that if approved for reasons #1-3 above, EPSL is limited to 80 hours of paid leave at regular rate of pay up to \$511 per day (\$5,110 cap) and for reasons #4-5 above, 80 hours of paid leave at two-thirds the regular rate of pay (\$2,000 cap).

**Denton ISD is allowing all employees to be eligible for full pay up to \$511 per day (\$5,110 cap) for ALL reasons above under EPSL.**

### Expanded Family Medical Leave COVID FFCRA\*

#### Are you eligible for EFML?

Employee is:

1. Employed at least 30 days AND unable to work in order to care for a minor child because their school/daycare closed due to COVID-19

**Y**

**N**

Submit [FFCRA Emergency Sick Leave form](#) with documentation\*\*

Address leave request following pre-COVID-19 procedures (i.e. FMLA, ADA, etc.)

If approved, EFML is limited to 12 weeks of leave to care for a son or daughter when school is closed due to COVID-19. First two weeks are unpaid, although employee may access EPSL or other paid leave during this time. Remaining 10 weeks is 2/3 the regular rate of pay up to \$200 per day (\$10,000 cap).

\*FFCRA – Families First Coronavirus Response Act, effective through December 31, 2020

\*\*All documentation is to be returned to Phyllis Klein in Risk Management as soon as the need for leave is identified. Documentation supporting the need for leave should be included when the request is submitted.