

## Covid Leave Memorandum of Understanding

### USEP Proposal

9/14/2023

As a result of the on-going Covid-19 concern, the District shall provide up to five (5) paid administrative days for the 2023-2024 school year when an employee is (1) subject to quarantine/isolation in accordance with the Employee Self-Screener; or (2) requires isolation, as documented by a licensed healthcare professional, due to the employee testing positive for COVID through exposure at work. To be eligible for these additional days of administrative leave, the following criteria must be met:

1. The employee has abided by specified health and safety protocols.
2. The employee is available to work but due to the nature of his/her position, as determined by the employee's worksite supervisor, cannot work remotely.
3. The quarantine/isolation is a result of being traced to COVID exposure while working for the District or is due to the onset of COVID symptoms without known exposure.
4. The employee provides all reasonable requested documentation within eight (8) working days. This is including, but not limited to, request for COVID Administrative Leave Mach Form, documentation supporting the need to be absent from work for quarantine/isolation, and/or testing positive for COVID through exposure at work or unknown exposure.
5. Nothing herein prevents the District from investigating potential fraud and/or abuse of the above provisions.

This MOU is meant to supplement any and all leave provisions currently contained in the Instructional Master Contract and shall not in any way be used to supersede any rights currently contained in said contract.

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For the Board

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Date

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For the Union

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Date