



Leave of Absence Quick Reference Guide

	Instructional Staff:
<p>Emergency Paid Sick</p> <ul style="list-style-type: none"> Employee is subject to federal, state, or local quarantine or isolation related to COVID-19. Employee has been advised by a health care provider to self-quarantine due to concerns related to COVID-19. Employee is experiencing symptoms of COVID-19 and is seeking a medical diagnosis. Employee caring for an individual who is subject to quarantine isolation order or has been advised by a health care provider to self-quarantine. Employee is caring for son or daughter due to the closure of the child's school, place of care, or childcare facility due to COVID-19 precautions. 	<ul style="list-style-type: none"> Up to 10-days paid leave. Paid at employee's daily rate Up to a maximum of \$511.00 per day or \$5,110.00 over the two-week period. Counts toward your 12 weeks of FMLA for the year. Available through December 31, 2020. Documentation required for eligibility. <p>Click the link below to request Emergency Leave</p> <p>Request COVID-19 Emergency Leave</p>
<p>Expanded Emergency FMLA</p> <ul style="list-style-type: none"> Used if leave extends beyond the 10-days of Emergency Paid Sick. Unable to work on-site or remotely due to COVID-19 related childcare closures. 	<ul style="list-style-type: none"> Up to 12 weeks partial paid leave and will count towards your 12 weeks of FMLA for the year. The first two weeks of leave will be covered by Emergency Paid Sick Leave. The remaining 10 weeks of leave will be paid at 66% of employee's daily rate. Available through December 31, 2020. Documentation required for eligibility. <p>Click the link below to request Emergency Leave</p> <p>Request COVID-19 Emergency Leave</p>
<p>FMLA</p> <ul style="list-style-type: none"> Birth of a child Adoption of a child Placement/ care of a child in the foster care of the employee Serious health condition of employee Serious health condition of spouse, parent, or child 	<ul style="list-style-type: none"> Sick time must be exhausted prior to starting Up to 12 weeks/60 days with board paid contributions <p>Click the link below for information and FMLA forms</p> <p>Employee Benefits FMLA</p>

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<p>Intermittent FMLA</p>	<ul style="list-style-type: none"> • Sick time must be exhausted prior to starting • Board paid contributions for medical
<p>Extended Health Leave (EHL)</p> <ul style="list-style-type: none"> • Serious health condition of employee • Starts right away if employee does not qualify for FMLA • Benefits not paid 	<ul style="list-style-type: none"> • Starts after paid sick time is exhausted • 1st year: position at current work location is held. • 2nd year: position is moved to HREQ on Assignment and will be placed upon their return

	Instructional Staff:
<p>Extended Personal Leave</p> <ul style="list-style-type: none"> • Reason for leave not covered under FMLA (personal matters at home, relocation, etc.) • Must have two continuous years of service with the district to qualify • Benefits not paid • Cannot be gainfully employed 	<ul style="list-style-type: none"> • Sick time cannot be used • Current position is held through the end of current school year
<p>Education Leave</p> <ul style="list-style-type: none"> • Must have two continuous years of service with the district to qualify • Benefits only paid while on final internship 	<ul style="list-style-type: none"> • Must be furthering their education in their current field. • Current position is held through the end of the current school year

Contact Leaves Administration

Jessica Rusha, Benefits Manager813-794-2748

Instructional Staff813-794-2981

Non-Instructional Staff813-794-2391

<http://www.pasco.k12.fl.us/ebarm/>