

## **Bigfork School District**

### **COVID-19 Emergency Leave Measures**

1910

#### Personnel Use of Leave

The School District has adopted the protocols outlined in this policy to govern during the term of the declared public health emergency to inform School District staff about leave options. The supervising teacher, principal, superintendent or designated personnel are authorized to implement this policy.

#### District Leave

School District staff may utilize accumulated leave granted in accordance with Montana law, District policy, or Collective Bargaining Agreement.

#### Federal Law Controls Federal Leave Provisions

The Board of Trustees has adopted this policy on the referenced date based on the law and available federal and state guidance as of the date of such adoption. Federal and state guidance can change following adoption of this policy. To the extent that any subsequently adopted guidance or federal regulation or other controlling interpretation of the law results in a conflict between such guidance, regulation or controlling interpretation and this policy, the provisions of the guidance, regulation or controlling interpretation controls to the extent of any such conflict. The School District shall take reasonable steps to ensure that staff are notified of any change in guidance or federal regulation or other controlling interpretation of the law that creates a conflict with any provision of this policy of forms.

Bigfork Public Schools is providing Emergency Paid COVID Leave effective retroactively from September 7, 2021 through June 10, 2022, to govern during the term of the declared public health emergency related to COVID-19.

Employees must be employed with the District for at least 30 calendar days to be eligible for District Sponsored Emergency COVID Leave. All COVID Leave is calculated on a prorated basis based on FTE. Proper documentation must be provided to determine eligibility, including proof of a positive COVID test documented by the county health department or a healthcare provider.

Accommodations will be made on a case-by-case basis for individuals with disabilities under the Americans with Disabilities Act, (ADA).

The employee will receive up to a total of 7 days for use during the 2021-22 school year, at their regular rate of pay for quarantine/isolation due to a verified positive COVID test and/or to care for an immediate family member under the age of 14 with a verified positive COVID test.