

COVID-19 Supplement to the Employee Handbook for Certified Staff and Support Staff 2020

Background:

The purpose of an employee handbook is to provide guidance to employees on the desired ways for them to conduct themselves and much more. An employee handbook is a valuable communication resource for both the employer and the employee. It provides guidance and information related to the organization's history, mission, values, policies, procedures, and benefits in a written format.

At its July meeting, the Belmond-Klemme Board approved the employee handbook for the current year. However, our current pandemic emergency is creating new rules and procedures just for this year.

The next few pages are presented for the school board's review for temporary human resource policies for the 2020-2021 school year.

Recommended Action:

I recommend the board move to approve the COVID-19 Supplement to the Belmond-Klemme Employee Handbook for 2020-2021.