



COVID-19 EMPLOYEE EMERGENCY RELIEF FUND

WORKSHOP



FAMILIES FIRST CORONA VIRUS RESPONSE ACT

- **ELIGIBLE EMPLOYEES** - In general, employees of private sector employers with fewer than 500 employees, and certain public sector employers, are eligible for up to two weeks of fully or partially paid sick leave for COVID-19 related reasons.
- Employees who have been employed for at least 30 days prior to their leave request, may be eligible for up to an additional 10 weeks of partially paid expanded family and medical leave if for his or her child whose school or place of care is closed (or child care provider is unavailable) due to COVID-19 related reasons.
- Act Expires on December 31, 2020

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► PAID LEAVE ENTITLEMENTS - Generally, employers covered under the Act must provide employees:

Up to two weeks (80 hours, or a part-time employee's two-week equivalent) of paid sick leave based on the higher of their regular rate of pay, or the applicable state or federal minimum wage, paid at:

- 100% for qualifying reasons #1-3 below, up to \$511 daily and \$5,110 total;
- 2/3 for qualifying reasons #4 and 6 below, up to \$200 daily and \$2,000 total
- Up to 12 weeks of paid sick leave and expanded family and medical leave paid at 2/3 for qualifying reason #5 below for up to \$200 daily and \$12,000 total. A part-time employee is eligible for leave for the number of hours that the employee is normally scheduled to work over that period.

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QUALIFYING REASONS FOR LEAVE RELATED TO COVID-19 - An employee is entitled to take leave related to COVID-19 if the employee is unable to work, including unable to telework, because the employee:

1. is subject to a Federal, State, or local quarantine or isolation order related to COVID-19	4. is caring for an individual subject to an order described in (1) or self-quarantine as described in (2)
2. has been advised by a health care provider to self-quarantine related to COVID-19	5. is caring for his or her child whose school or place of care is closed (or childcare provider is unavailable) due to COVID-19 related reasons;
3. is experiencing COVID-19 symptoms and is seeking a medical diagnosis	6. is experiencing any other substantially-similar condition specified by the U.S. Department of Health and Human Services.

FAMILY MEDICAL LEAVE ACT

To qualify for Family Medical Leave (FML) you must have worked for the district for a minimum of one year and worked 1,250 hours in the prior twelve (12) months.

FML allows twelve (12) work weeks / (60 days) of leave in a 12-month period for:

- The birth of a child and to care for the newborn child within one year of birth, and to bond with that child;
- The placement with the employee of a child for adoption or foster care and to care for the newly placed child within one year of placement;
- To care for an immediate family member (spouse, child, or parent – but not a parent “in-law ”or sibling) who has a serious health condition;
- A serious health condition that makes the employee unable to perform the essential functions of his or her job;
- Any qualifying exigency arising out of the fact that the employee’s spouse, son, daughter, or parent is a covered military member on “covered active duty”
- Twenty-six work weeks of leave during a single 12-month period to care for a covered service member with a serious injury or illness if the eligible employee is the service member’s spouse, son, daughter, parent, or next of kin (military caregiver leave).

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- Denton ISD would reserve the sum of \$200,000 for the COVID-19 Relief Fund.
- This fund would be drawn down over the course of the 2020-2021 school year. The fund allocation would be processed with the following guidelines:
 - Employee has a positive diagnosis of COVID -19 with medical documentation.
 - Apply for and be approved for FMLA.
 - Any employee employed for more than 30 days but less than one year that would otherwise not qualify for FML would be eligible for the funding.

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Management, Review and Payment

- The fund/application process would be managed by Risk Management.
- Human Resources would review/confirm application process and submit to Payroll.
- Payroll will process for disbursement as taxable income at the next processing date.

COVID-19 EMPLOYEE EMERGENCY SCENARIOS

- COVID-19 Self Reporting Form
- Families First Coronavirus Response Act (FFCRA)
- Family Medical Leave Act
 - ADA accommodation
- COVID-19 Relief Fund
- Educational Leave of Absence policy DEC (LOCAL)