

Executive Summary

July 28, 2020

COVID-19 Employee Emergency Relief Fund Workshop

Board Goal:

Growth & Management ... In pursuit of excellence, we will:

- Provide leadership and/or oversight to ensure Denton ISD meets all fiscal, legal and regulatory requirements
- Demonstrate effective and efficient management of district resources

Culture & Climate...In pursuit of excellence, we will

- Promote health, wellness and emotional well-being

Purpose of Report

This report is to present to the Board of Trustees, for their review and discussion, an update on the establishment of a COVID-19 Employee Emergency Relief Fund. This fund would follow guidelines outlined in the existing federal law the Families First Coronavirus Response Act (FFCRA) and Family Medical Leave Act (FMLA). The fund would enable Denton ISD to compensate employees that qualify in the amount of \$1000.00.

Objectives

Review of the COVID-19 Employee Emergency Relief Fund application process:

- Guidelines
- Qualifications
- Processing

Allow Denton ISD the opportunity to financially assist employees impacted by the ongoing pandemic.

Operational Impact

Denton ISD would reserve the sum of \$200,000 for the COVID-19 Employee Emergency Relief Fund from general 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 Families Medical Leave Act
 - 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
- Upon approval, submitted to Human Resources
- Upon final review with Human Resources sent to Payroll for disbursement as taxable income

Upon Board approval, Denton ISD would reserve the funds and open the application process immediately for employees.

Results

To assist employees that may be impacted by the ongoing pandemic.

Attachments

20-07-28 Families First Coronavirus Response Act Information

20-07-28 Leave of Absence Request Form
