



Ridgedale Local School District

**3103 Hillman Ford Road
Morral, Ohio 43337**

Robert A. Britton, Superintendent

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Sick Leave – COVID 19

Introduction: The Board of Education will provide eligible employees with paid sick leave related to COVID-19. These provisions will apply from August 24, 2021 through the end of the 2021-2022 school year. *These provisions will only apply if the employee is required to report to a school building at the time of exposure or potential exposure.*

Paid Leave Entitlements: Employees will be provided with sick leave at the employee's normally scheduled work hours per day of paid sick leave at 100% of their regular rate of pay, for each occurrence, if they meet one of the qualifying reasons below as determined by the Superintendent. Employees will only be paid for the amount of time they are absent from work related to a qualifying reason under this resolution. *When employees have the option to be tested for COVID-19 in order to return to work sooner, they must take a COVID-19 test and have a positive result in order to receive sick leave beyond the earliest date they could have returned if the test result was negative. Employees refusing to take a COVID-19 test will not be provided paid sick leave for absences beyond the earliest date they could have returned to work with a negative COVID-19 test result, and will be responsible for the use of their own accrued sick leave.*

Qualification:

1. Employee has been advised by a health care provider, the local health department, or the School Nurse/Superintendent, to self-quarantine related to COVID-19 as a result of exposure or potential exposure to the Coronavirus while at school.
2. Employee is experiencing COVID-19 symptoms and has been ordered to seek a medical diagnosis by a health care provider or the School Nurse/Superintendent as a result of exposure or potential exposure to the Coronavirus while at school.

Eligible Employees: All employees who meet one of the qualifying reasons above.

The Superintendent will determine if an employee meets one of the qualifying reasons above. Any determination to grant/deny a request for this leave is not subject to the grievance process.

Documentation:

1. For qualifying reason number one the employee must provide documentation from the health care provider, local health department, or School Nurse/Superintendent substantiating the advised quarantine.
2. For qualifying reason number two the employee must provide documentation from a doctor substantiating medical diagnosis was sought.
3. Employees must provide documentation of a positive test result to be paid for absences beyond the earliest date of return to work with a negative test result.

It is expressly the employee's responsibility to request use of this leave. Employees accrued sick leave will be used until proper documentation is submitted to and approved by the Superintendent. Forms are available through the Superintendent's, Principal's, or Treasurer's Office.

Board President

Superintendent