

Creativity CoLaboratory Charter School
Amendments to Staff Attendance Policy
in light of COVID-19
Policy CO2020-004

DRAFT

In light of the threat posed by COVID-19, the following amendments to the staff attendance policy have been adopted by the Board for the 2020-2021 school year. They will sunset on June 30, 2021 unless rescinded by the Board prior to then or extended by the Board. Note that provisions to the attendance policy that are mandated by the Families First Coronavirus Response Act will sunset when the act expires on December 31, 2021.

When staff members are required to miss work time because they must quarantine due to exposure to COVID-19 or are required to quarantine due to the Contact Tracing policy of C3, they shall not be counted as absent from work if they are able to work remotely and fulfill all critical job functions. This applies to teaching, support roles, and administration. Working remotely implies following one's normal full schedule and meeting all regular job responsibilities.

Provisions of the Families First Coronavirus Response Act:

1. Staff are entitled to two weeks Emergency Paid Sick Leave if they become ill with COVID-19. This is in addition to and will not require staff to use their accumulated sick leave. When ill with COVID-19 staff are entitled to 10 days Emergency Sick Leave at 100% pay.
2. When a staff member has a *bone fide* need to care for an individual subject to quarantine or to care for a child whose school or day care center is closed due to COVID-19 that staff member is entitled to two weeks emergency paid leave at the rate of 2/3 of their salary, up to a maximum of \$200/day.

3. After 30 days employment at C3, the Families First Coronavirus Response Act grants staff up to an additional 10 weeks paid expanded family and medical leave at 2/3 of their salary (up to a maximum of \$200/day), when unable to telework, in order to care for a child whose day care facility or school is closed due to COVID-19.