



SIMPSON COUNTY SCHOOLS

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Memo to: Simpson County BOE
From: Dr. Milli McIntosh, Director of HR
Date: July 30, 2020
Subject: Resolution to Grant Emergency Leave for COVID-19 Pandemic

On July 21, 2020, Kevin Brown, the Interim Commissioner of Education, issued a Memorandum announcing his intention to recommend an emergency administrative regulation to the Kentucky Board of Education for adoption that will provide school districts the discretion to grant employees additional emergency leave for use as necessary in response to the COVID-19 emergency during the 2020-2021 school year.

In accordance with the Interim Commissioner of Education's July 21, 2020 Memorandum, be it resolved that immediately upon the issuance of the emergency administrative regulation by the Kentucky Board of Education authorizing additional emergency leave:

With approval by the Superintendent or his designee, paid emergency leave may be granted to employees on a day-by-day basis for full-time or full-year contract certified and classified employees as needed for up to 10 days during the 2020-2021 school year for the following reasons related to the COVID-19 pandemic:

1. The employee tests positive for COVID-19 and is required to self-quarantine.
2. The employee is experiencing symptoms of COVID-19, is seeking a medical diagnosis, and has been advised by a medical provider, a local health department, or the School District to self-quarantine.
3. The employee is advised by a health care provider, the local health department, or the School District to self-quarantine due to close contact during the performance of their duties with a student or School District employee who tests positive for COVID-19.

To the extent an employee qualifies for paid leave pursuant to the Families First Coronavirus Response Act, this leave should be exhausted prior to use of paid emergency leave. However, an employee is not required to use paid personal or sick leave prior to use of approved emergency leave.

To the extent permitted by the emergency regulation authorized by the Kentucky Board of Education, the Superintendent may require written documentation from the employee verifying the need for emergency

leave. In extraordinary situations, such as hospitalization or multiple COVID-19 events, the Superintendent is authorized to approve additional emergency leave in his sole discretion.

Employees employed on a full-year contract but scheduled to work for less than a full work day shall receive the authorized emergency leave days equivalent to their normal work day.