



As you may be aware, Family First Coronavirus Response Act (FFCRA) expired as of December 31, 2020 and has not been reauthorized. As a result, an employee who will need to be out due to testing positive for COVID-19 or who has been exposed to someone who tested positive for COVID-19, will need to use accrued personal leave.

Our Superintendent is currently working with the District Board of Trustees on a local resolution to possibly extend emergency paid sick leave for emergency COVID-19 cases.

Below are some Frequently Asked Questions to give employees immediate access to responses as they relate to COVID-19 and the workplace. If you have a question that is not addressed, please feel free to email the Office of Risk Management and Benefits at RiskManagement@eisd.net.

<p style="text-align: center;">EXPOSURE (In close contact, less than 6 feet, more than 15 minutes, with or without a mask)</p>	<p style="text-align: center;">POSITIVE TEST RESULT</p>
<p>If I am exposed to someone who has tested positive for COVID-19, do I have to use my personal days? Yes, employees will need to use their accrued state and local leave days.</p> <p>If I have been exposed more than once, and no longer have leave available, what are my options? Employees will need to apply for FMLA/Temporary Disability Leave (TDL) leave and provide the required medical certification for the duration of the leave.</p> <p>What if I do not qualify for FMLA/TDL and I do not have any available leave time? Please contact the office of Risk Management for options.</p> <p>Who do I contact to apply for FMLA? Please contact the Office of Risk Management at 210-898-2018.</p>	<p>If I tested positive, do I still need a doctor to complete a medical certification form so that I may apply for FMLA/TDL? Yes, employees will need to apply for FMLA/TDL leave and provide the required medical certification for the duration of the leave.</p> <p>What if I test positive but I do not have insurance to see a doctor for a medical certification? Please contact the Office of Risk Management at 210-898-2018.</p> <p>What if I do not qualify for FMLA/TDL and I do not have any available leave time? Please contact the office of Risk Management for options.</p> <p>Who do I contact to apply for FMLA? Please contact the Office of Risk Management at 210-898-2018.</p>

SAFETY PROTOCOL

Due to the continued inclination of positive COVID-19 cases, and to continue to provide a safe environment for students and staff, **all campus visits and face-to-face meetings must remain suspended until further notice. All requisite meetings should be held virtually.** If it is necessary to have a face-to-face meeting, you must obtain approval from your campus Principal, School Chief, or Department Head.

In order to prevent the spread of the COVID-19 virus, employees should continue to strictly follow all safety procedures and protocols. Below are some steps to help protect yourself and others:

- Wash your hands often
- Avoid close contact, i.e., group/lunch gatherings
- Cover your mouth and nose with a mask
- Cover your coughs and sneezes
- Clean and disinfect frequently touched surfaces daily.