

Pacific Elementary School District

Notice to Employees Regarding COVID-19 Emergency Leave

If you are an “Eligible Employee” who is *unable to work or telework* for a “Qualifying Reason”, you may be eligible for leave under the Emergency Family and Medical Leave Act and Emergency Paid Sick Leave Act.

Emergency Family and Medical Leave (“Emergency FMLA”)

Eligible Employee:

You have been employed for at least 30 calendar days.

Qualifying Reason:

You need to care for a son or daughter, under 18 years of age, whose elementary or secondary school or place of care has been closed, or whose child care provider for a son or daughter is unavailable, because of an emergency declared by federal, state, or local authority with respect to COVID-19.

Leave Entitlement:

Up to 12 workweeks of leave with continuing rights to employer-paid benefits and job protection, except as provided in the Emergency FMLA. The first ten days of leave are unpaid, but you may elect to concurrently use other available paid leave rights. After ten days, Emergency FMLA leave is paid at two-thirds your regular rate of pay, but not to exceed \$200/day and \$10,000 in the aggregate.

Emergency Paid Sick Leave (“PSL”)

Eligible Employee:

A public employee, including school district and county office of education employees.

Qualifying Reason:

1. You are subject to federal, state, or local quarantine order due to concerns related to COVID-19.
2. You have been advised by a health care provider to self-quarantine due to concerns related to COVID-19.
3. You are experiencing symptoms of COVID-19 and are seeking a medical diagnosis.
4. You are caring for someone subject to a quarantine order (paragraph 1) or have been advised by an HCP to self-quarantine (paragraph 2).
5. You are caring for your son or daughter because the school or place of care or child care provider is unavailable due to COVID-19 precautions.
6. You are experiencing any other substantially similar condition specified by the Secretary of Health and Human Services.

Leave Entitlement:

Up to 80 hours or part-time employee’s two week equivalent) at:

1. 100% regular rate of pay for Qualifying Reasons 1-3, above, but not to exceed \$511/day; \$5,110 in the aggregate.
2. Two-Thirds regular rate of pay for Qualifying Reasons 4-6, but not to exceed \$200/day; \$2,000 in the aggregate.
3. Up to 10 weeks more for Qualifying Reason 5, above, at two-thirds regular rate of pay, but not to exceed \$200/day; \$12,000 in the aggregate.

If you believe you are eligible for Emergency FMLA or PSL or have any questions, please see the USDOL notice at https://www.dol.gov/sites/dolgov/files/WHD/posters/FFCRA_Poster_WH1422_Non-Federal.pdf or contact Elizabeth Andrews at eandrews@pacificesd.org .