

**School District of River Falls
Personnel Committee meeting**

Monday, December 7, 2020 - 6:00 PM

River Falls High School Media Center, 818 Cemetery Road, River Falls, WI 54022

Agendas can be viewed at <https://www.rfsd.k12.wi.us/district/school-board.cfm> or at
<https://meetings.boardbook.org/Public/Organization/1447>

1. **CALL TO ORDER - 6:00 p.m. in the River Falls High School Media Center**

2. **MANNER OF PUBLIC NOTIFICATION OF MEETING**

3. **HEARING OF VISITORS OR DELEGATIONS**

4. **Discuss sick leave policies related to the COVID-19 after FFCRA expires**

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Description: The Families First Coronavirus Response Act (FFCRA) required RFSD to provide their employees with paid sick leave and expanded family and medical leave for specified reasons related to COVID-19. These provisions apply from 4/1/2020 through 12/31/2020. The administrative team will recommend paid sick leave updates in response to FFCRA expiring.

5. **Proposed/suggested items for the next regular and future Board meeting agenda(s)**

Description: As always, Board members will be given the opportunity to suggest items for future Board member agendas.

Recommended Action: As needed.

6. **Schedule next Board/Committee meetings**

Description: Upcoming committee meeting dates, times, and locations will be reviewed.

Recommended Action: Set meeting schedule as follows:

Personnel Committee meeting, Monday, January 11, 2021, 6:00 p.m.

Meeting will be held at River Falls High School, 818 Cemetery Road

7. **Request for anticipated executive session pursuant to Wisconsin Statute Section 19.85(1)(c)(e)(roll call vote required) for the purpose of approving 2020-21 Bargaining Goals**

8. **Convene to Executive Session**



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COVID-RELATED ABSENCE MEMO

The purpose of this memo is to clarify three COVID-related absence provisions that will continue to be in place until 6/30/21.

EMPLOYEES WILL HAVE ACCESS TO PAID FFCRA LEAVE THROUGH 6/30/21

Since April 1, 2020, employees have had access to paid FFCRA leave as outlined in The Families First Coronavirus Response Act ([FFCRA](#)). The FFCRA is set to expire on 12/31/20, however, the district recognizes the continued need for COVID-related absences. Therefore, the district is extending access to the additional paid leave provision of the FFCRA. If an employee has FFCRA time remaining, they will be able to use this leave until 6/30/21. ***The district is not adding FFCRA leave.*** This provision extends the period of time that an employee can use this type of leave. The qualifying reasons for using FFCRA have not changed. Employees can use up to two weeks (80 hours, or a part-time employee's two-week equivalent) of additional paid sick leave for the following specified reasons:

- The employee is subject to a Federal, State or local quarantine or isolation order related to COVID-19.
- Has been advised by a health care provider to self-quarantine related to COVID-19.
- Is experiencing COVID-19 symptoms and is seeking a medical diagnosis.
- Is caring for an individual subject to an order described in #1 or #2.
- Is caring for his or her child whose school or place of care is closed due to COVID-19 related reasons.
- Is experiencing any other substantially-similar condition specified by the U.S. Department of Health and Human Services.

EMPLOYEES *WILL NOT* BE REQUIRED TO USE SICK/PERSONAL/VACATION PAID TIME IF THEY ARE REQUIRED TO QUARANTINE DUE TO WORK-RELATED CONTACT TRACING.

We ask that employees use FFCRA first, no matter if the exposure was in-school or out-of-school. Once an employee uses all available FFCRA time, then school related close contacts should be entered into Employee Access (Skyward) and Absence Management (Frontline/AESOP) as: "Other" and in the description please put "school-related close contact". If you have questions, please contact David Bell (ext. 1117) or Jenny Karras (ext. 1101).

IF YOU WORK FROM HOME, YOU DO NOT HAVE TO USE FFCRA (OR ANY OTHER) PAID LEAVE.

You must get approval from your supervisor to work from home. Not all positions have responsibilities that can be completed from home. If you are approved to work from home, you do not need to enter this as FFCRA time. However, please continue to enter this time in Employee Access (Skyward) and Absence Management (Frontline/AESOP). This practice helps monitor COVID-related absences.

- If you need a substitute enter "Other" and in the description please put "approved to work from home, substitute needed".
- If you do not need a substitute enter "Other", in the description put "approved to work from home", and use the "sub not needed" option in Absence Management (Frontline/AESOP)

The School District of River Falls, innovative leader in personalized learning, ensures the development of every student's unique potential in order to excel as responsible, productive, global citizens, facilitated by forward-thinking staff in a safe, nurturing, and collaborative environment.