

**Memorandum of Understanding
Between the
Leon County School District
and
Leon County Teachers Association**

This memorandum is written to serve as an agreement between the Leon County School District and the Leon County Teachers Association.

1. COVID-19 Paid Leave


Leon County School District will offer up to ten (10) days of paid leave to all eligible employees related to COVID-19 during the 2021-22 school year. All of the following criteria must be met to be eligible:

- i. Board-hired in a leave-eligible position,
- ii. Test positive for COVID-19, experiencing symptoms of COVID-19, or directed by the Covid Czar to get tested and waiting for test results,
- iii. COVID-19 paid leave may be used only for the specific duration of the quarantine period, not to exceed ten (10) days of the prior paid leave.
- iv. Prior to the allocation of COVID-19 paid leave, the employee must submit a written note from a medical provider and/or a Covid Czar indicating either the employee is experiencing symptoms of COVID-19 or has tested positive for COVID-19 with the date of the positive result of the test.


Additional Terms:

- i. COVID-19 paid leave applies only to the employee's health conditions and does not include other reasons, such as the illness of or to provide care for children or other family members.
- ii. Employees must submit a COVID-19 Paid Leave Request and required documentation to the Human Resources Department in order to be allocated additional days of COVID-19 paid leave no later than 30 calendar days upon return to work for leave reimbursement.
- iii. This COVID-19 paid leave availability will be retroactive to July 1, 2021.
- iv. Required documentation must be submitted each time if an employee must quarantine due to COVID-19 symptoms or a COVID-19 positive diagnosis.
- v. If an employee uses all ten (10) days of the COVID-19 paid leave, the employee will be required to use accrued sick leave, compensatory time or unpaid leave.

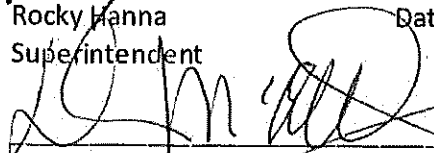
This agreement will be in effect until June 30, 2022.

 8/15/21

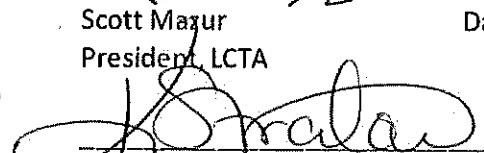
Rocky Hanna
Superintendent Date

 8/18/2021

Scott Mazur
President, LCTA Date

 8/18/21

Deana McAllister
Assistant Superintendent Date

 8/18/21

Kim Stralow
Vice President, LCTA Date