Administrative Regulation for Covid Leave

SUMMARY:

Since the beginning of the year, the district has been handling employee Covid-related leave this way. IF a staff member is identified as being a close contact or showing signs and symptoms associated with Covid, they are to follow the Roosevelt County Health Department's protocols and determinations. The district provides the employee with administrative sick leave for a period of time as determined by RCHD. Once RCHD has determined the appropriate course of action, the EE is either placed on their own sick leave, administrative leave, or returns to work following the guidelines established by RCHD.

The process for determining actions with close contact with a vaccinated or previously Covid positive person (determined by County Health) and an unvaccinated person are different.

Roosevelt County Health Department Simplified Protocol

A vaccinated employee process is:
- Asymptomatic- quarantine until a negative test result is validated during the 3-5 day testing window. RCHD will contact EE with a lab order through Trinity Hospitals for a Covid test. There is no cost for the test if ordered by RCHD. If the result is negative the EE will be cleared by RCHD to return to work.
- Symptomatic or positive Covid test- remain in quarantine and await further instructions from RCHD

An unvaccinated EE will follow:
- Asymptomatic or Symptomatic- EE will quarantine and/or isolate and wait for instructions from RCHD. Quarantine period is ten (10) days from exposure.
- Recurring quarantine periods will be charged against the EE sick leave or charged as leave without pay.

Poplar Schools Additional Information

All EE must show on the RCHD Quarantine/Isolation report to receive administrative leave. As with our original plan, being quarantined does not stop the learning process for students or staff. Student learning must continue while they are out on quarantine or isolation status. Staff must continue to check with supervisors providing updates on work related situations.