

COVID LEAVE FOR WAGE POOL EMPLOYEES

1. This Policy applies only to wage pool employees. Wage pool employees are employees of the School Board of the Raymond School District/SAU #33 who are not included in the Raymond Education Association or the Raymond Educational Support Staff collective bargaining units.
2. A wage pool employee who tests positive for COVID-19 shall immediately inform the Superintendent or the Superintendent's designee. Such a wage pool employee shall quarantine or isolate for the period of time described in published guidance from the State of New Hampshire Department of Health and Human Services.
3. A wage pool employee who has tested positive for COVID-19 and the Superintendent or the Superintendent's designee shall determine whether the employee may work remotely during such a period of quarantine or isolation.
4. If a wage pool employee who has tested positive for COVID-19 and the Superintendent or the Superintendent's designee mutually agree that the employee will work remotely during such a period of quarantine or isolation, the employee will not be eligible to use COVID leave as described in paragraph 5 of this Memorandum of Agreement.
5. If a wage pool employee who has tested positive for COVID-19 and the Superintendent or the Superintendent's designee do not mutually agree that the employee will work remotely during such a period of quarantine or isolation, the employee will be eligible to use COVID leave as follows, notwithstanding any contrary provisions in the Board's policies or the employee's employment agreement:
  - a. During the 2021-2022 school year, a wage pool employee who has tested positive may use up to 5 days of COVID leave for quarantine or isolation before the employee uses accrued sick leave or accrued personal leave. The up to five days of COVID leave is a paid administrative leave whose use will not count as use of sick leave, sick bank leave, or personal leave.
  - b. If a wage pool employee who has tested positive needs to quarantine or isolate for more than 5 days during the 2021-2022 school year, the employee will use any accrued sick leave and any accrued personal leave.
  - c. A wage pool employee who has tested positive may use COVID leave for quarantine or isolation only once during the 2021-2022 school year.
  - d. A wage pool employee who tested positive and used up to 5 days of sick leave or personal leave for quarantine or isolation during the 2021-2022 school year before the effective date of this Policy, may have those days retroactively reclassified as COVID leave.
6. This Policy does not modify any other policies of the School Board or any portion of the wage pool employee's employment agreement, except as expressly described herein.
7. This Policy is temporary and will only be in effect only for the 2021-2022 school year.

Adopted: February 2, 2022