

**ROSEVILLE CITY SCHOOL DISTRICT**  
**District Offered Exclusion Pay/COVID-19 Leave**  
**2021-2022**

Employee Name: \_\_\_\_\_ Phone: \_\_\_\_\_

School/Dept: \_\_\_\_\_ Job Title: \_\_\_\_\_

Requested Start Date: \_\_\_\_\_ (Anticipated) End Date: \_\_\_\_\_

**Effective October 1, 2021 through May 27, 2022**  
**Updated per CDPH guidelines effective January 14, 2022**

Please refer to the attached District Paid COVID Leave vs Personal Sick Leave scenarios to determine if you qualify for District Offered Exclusion Pay or District Offered COVID Leave.

***Please check the box that applies:***

District Offered Exclusion Pay - ***See attached sheet***

Scenario Number 1 - Attach your presumed positive test result to this form or use this [link](#) to report testing results.

District Offered COVID Leave - ***See attached sheet***

Scenario Number 2 - Attach your positive test result to this form or use this [link](#) to report testing results.

- **Please submit this signed form to Lauren Tameguia (ltameguia@rcsdk8.org) in Personnel Services.**

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Site Administrator Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Personnel Dept. Signature

\_\_\_\_\_  
Date

## District Paid COVID Leave vs Personal Sick Leave

### Updated 1/25/22

Scenario	Leave Bank	Response
<b>Number 1:</b> Staff who test presumptive positive on District provided testing and are asymptomatic, must isolate until a negative test is received.	District offered Exclusion Pay	<p>Employees will take a confirmatory at-home test and attest to the results or take an antigen test at the District Office <u>immediately</u> upon receipt of presumptive positive results.</p> <p>Employees required to temporarily isolate will work remotely and/or be on call for the hours of their workday.</p> <p><i>(For example, teachers will ZOOM into classes that are monitored by a sub, SPED providers will work on and attend virtual IEPs, clerical staff will monitor work remotely, IAs will do prep or other work as assigned.)</i></p> <p><i>*Consideration will need to be given to employees whose jobs do not allow for remote work (i.e. custodians, food service staff, bus drivers, etc) on possible assignments.</i></p>
<b>Number 2:</b> Any staff member who tests positive for COVID-19, regardless of symptoms.	District offered COVID leave	<p>Employees will be offered up to ten days of paid leave.</p> <p>No remote work.</p>
<b>Number 3:</b> Staff members who are ill.	Personal Sick Leave	No remote work, except teachers who will provide sub plans.
<b>Number 4:</b> Unvaccinated Staff who are EXPOSED to a positive case outside of work (i.e. spouse, activity, child, etc.) and must quarantine by State Health Order because they cannot isolate.	Personal Sick Leave	<p>Staff member stays home on personal sick days, no remote work, for the duration of State ordered quarantine.</p> <p><i>*Non-work related exposure for asymptomatic staff requires quarantine until they can isolate from the positive case.</i></p>
<b>Number 5:</b> Staff members who are required to care for a family member with a COVID-19 related illness.	Personal Sick Leave (Personal Necessity)	No remote work, except teachers who will provide sub plans.

#### Leave Banks:

- Employee Personal Sick Bank (*no remote work other than sub plans for teachers*)
- District offered COVID Leave: 2021-2022 COVID MOU (RTA and CSEA) (*no remote work*)
- District offered Exclusion Pay/ CalOSHA (*Employee works remotely as directed*)