

ANNE ARUNDEL COUNTY PUBLIC SCHOOLS

To: Employees

From: Jessica S. Cuches, Esq.

Executive Director of Human Resources

Subject: Leave Options – COVID-19

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Instructions:

Copies to: AEL

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As Anne Arundel County Public Schools continues to navigate the evolving expectations around the COVID-19 pandemic, there have been changes in requirements for employees who test positive for COVID-19 and are, therefore, isolated for a period of time as well as employees who are quarantined due to exposure to the virus. Accordingly, the following modifications will be effectuated immediately. The chart can be found at www.aacps.org/leave.

Reason for Leave

Leave Option

Federal, state, or local quarantine or isolation order related to COVID-19	Accrued leave (sick/annual/personal business) or authorized leave without pay
Documented advice from a health care provider to self-quarantine related to COVID-19	Accrued leave (sick/annual/personal business) or authorized leave without pay
Experiencing COVID-19 symptoms and seeking a medical diagnosis	Accrued leave (sick/annual/personal business) or authorized leave without pay
Caring for an individual who is subject to federal, state, or local quarantine or isolation related to COVID-19 or the individual was advised to self-quarantine related to COVID-19	Accrued leave (sick/annual/personal business) or authorized leave without pay
Caring for a child whose school or place of care is closed (or childcare provider is unavailable) for reasons related to COVID-19	Annual leave or personal business or authorized leave without pay
Contracted COVID-19 and cannot telework	Accrued leave (sick/annual/personal business) or authorized leave without pay
CDC-qualifying underlying health condition and cannot telework due to the nature of the position or work-related demands	No leave available
Spouse, child, parent, or permanent household member with a CDC-qualifying underlying health condition and cannot telework	No leave available

Additionally, due to the increased burden on medical offices, and following the five-day quarantine period for COVID-positive asymptomatic staff, employees will only need to submit a physician's note after five days of sick leave until further notice.