



MARIN COUNTY

OFFICE OF EDUCATION

building the future... one student at a time

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Employee Paid Leave Rights During COVID-19 (“Coronavirus”) Pandemic

This memorandum summarizes leave rights available to Marin County Office of Education (MCOE) employees during the COVID-19 (“Coronavirus”) Pandemic.

Leave Entitlement

During the COVID-19 pandemic, employees have access to the same leaves they would typically. Additional emergency leave benefits granted under the Families First Coronavirus Response Act (FFCRA- HR 6201) in effect from April 1, 2020- December 31, 2020 are no longer available. However, California did pass the Supplemental Paid Sick Leave (SPSL) in March 2021 which grants additional COVID-19 related leave retroactive to January 1, 2021 and effective through September 30, 2021.

Leaves granted under the California SPSL include 80 hours of leave (prorated for part-time; total of two workweeks for a maximum of \$511/day and \$5,110 total) for employees who are unable to work for one of the following reasons:

1. The employee is subject to a quarantine or isolation orderⁱ related to COVID-19 by federal, state, or local government; or
2. The employee has been advised to self-quarantine related to COVID-19 by a healthcare provider; or
3. The employee is attending an appointment to receive a vaccine for protection against contracting COVID-19; or
4. The employee is experiencing symptoms related to a COVID-19 vaccine that prevent them from working or teleworking; or
5. The employee is experiencing COVID-19 symptoms and seeking medical diagnosis; or
6. The employee is caring for an individual who is subject to (1) or (2); or
7. The employee is caring for a child whose school or place of care is closed or otherwise unavailable for reasons related to COVID-19 on the premises.

Important note: Supplemental Paid Sick Leave (SPSL) may not exceed a total of two (2) weeks. SPSL leave can be applied retroactively to qualifying leaves taken on or after January 1, 2021 (see COVID-19 Submitting a Leave Request Memo). Employees who used Emergency Paid Sick Leave (EPSL) in 2020 are eligible to access an additional two (2) weeks of leave under SPSL, but any FFCRA leaves not used in 2020 expired as of December 31, 2020 and are no longer accessible. Employees are able to use other available leaves to remain in paid status and are encouraged to work with Personnel to understand their total leave rights.

Leave Chart

	(1)	(2)	(3)	(4)	(5)	(6)	(7)
<p>Color key:</p> <p>Available for use</p> <p>Allowed by MCOE</p> <p>Not applicable</p>	Employee is subject to a quarantine or isolation order related to COVID-19 by federal, state, or local government	Employee has been advised to self-quarantine related to COVID-19 by a healthcare provider	Employee is attending an appointment to receive a vaccine for protection against contracting COVID-19	Employee is experiencing symptoms related to a COVID-19 vaccine that prevent them from working or teleworking	Employee is experiencing COVID-19 symptoms and seeking medical diagnosis	Employee is caring for an individual who is subject to (1) or (2)	The employee is caring for a child whose school or place of care is closed or otherwise unavailable for reasons related to COVID-19 on the premises
(SPSL) California Supplemental Paid Sick Leave	80 hours of employer-paid sick leave ⁱⁱ for full-time employees; average hours per two-week period for part-time employees	80 hours of employer-paid sick leave ⁱⁱ for full-time employees ; average hours per two-week period for part-time employees	80 hours of employer-paid sick leave ⁱⁱ for full-time employees ; average hours per two-week period for part-time employees	80 hours of employer-paid sick leave ⁱⁱ for full-time employees; average hours per two-week period for part-time employees	80 hours of employer-paid sick leave ⁱⁱ for full-time employees; average hours per two-week period for part-time employees	80 hours of employer-paid sick leave ⁱⁱ for full-time employees ; average hours per two-week period for part-time employees	80 hours of employer-paid sick leave ⁱⁱ for full-time employees; average hours per two-week period for part-time employees
Sick Leave						Allowed with Approved Leave request	Allowed with Approved Leave request
Differential Leave							
Personal Necessity (up to 7 days of available Sick Leave)							
Vacation (as applicable)							

Industrial Accident/ Illnessⁱⁱⁱ	Available if employee tests positive for COVID-19 and submits Workers Compensation paperwork (available through supervisor or Personnel)	Available if employee tests positive for COVID-19 and submits Workers Compensation paperwork (available through supervisor or Personnel)			Available if employee tests positive for COVID-19 and submits Workers Compensation paperwork (available through supervisor or Personnel)		
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ⁱ Order must be specific to you; the Marin County Public Health Officer to shelter at home would not apply

ⁱⁱ Up to 2 weeks leave at full pay, up to a maximum of \$511 per day and \$5,110 total

ⁱⁱⁱ Requires Workers' Compensation paperwork be submitted

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