

PARK COUNTY SCHOOL DISTRICT #1



Emergency Paid Sick Leave (EPSL)

Emergency Paid Sick Leave (EPSL)

EPSL is paid for up to 40 hours based on the following conditions:

- I. Employee is subject to quarantine or isolation order.
- II. Employee is advised to self-quarantine by a health provider.
- III. Employee is experiencing symptoms and seeking diagnosis
- IV. Employee is caring for an individual subject to quarantine or isolation order
- V. Employee is caring for a son or daughter due to school or childcare closure.
- VI. Employee is experiencing any other similar condition specified by the government.

The amount to be paid is based on the following:

- I. If EPSL paid due to condition I-III above, employee will be paid at 100%.
- II. If EPSL paid due to condition IV-VI above, employee will be paid at 2/3 their normal hourly pay. (Can be capped at \$200 per day.)

- **This available for use and is in place from 8-1-2021 through 6-15-2022**
- **This leave does not apply to any substitutes and does not entitle employee to any pay that is temporary in nature.**

If requesting to use any of these PCSD 1 Emergency Paid Sick Leave reasons, please complete the **PCSD 1 Emergency Paid Sick Leave Employee Form**. Return to: Mary Jo Lewis, Park County School District #1, 160 N Evarts St, Powell WY82435



Emergency Paid Sick Leave Employee Form

Name:

Position:

Building:

Supervisor:

Date Requesting Leave:

Projected Return Date:

Type of Leave Requesting: Emergency Paid Sick Leave (EPSL)

Emergency Paid Sick Leave (EPSL) Condition:

- Employee is subject to quarantine or isolation order.
- Employee is advised to self-quarantine by a health provider. (Please provide copy, blacking out any information that is private.)
- Employee is experiencing symptoms and seeking diagnosis. (Please provide copy, blacking out any information that is private.)
- Employee is caring for an individual subject to quarantine or isolation order.
- Employee is caring for son or daughter due to school or childcare closure.
- Employee is experiencing any other similar condition specified by the government.
- **This is available for use and is in place until 6-15-2022.**

Completed forms and supporting documentation should be sent to: Mary Jo Lewis, PCSD#1, 160 N Evarts, Powell WY 82435

If supporting documentation is required and not included, the form will not be accepted. Thank you.