



## 2021-22 COVID MOU

After months of battling proposals and counterproposals back and forth with VPS, VEA is proud to present the VEA/VPS MOU for 2021-2022! This MOU secures paid administrative leave for eligible employees impacted by work-based exposure/diagnosis (including retroactive application for those eligible). The MOU also outlines manageable expectations with compensation for use of a Learning Management System and provides options to certain employees who are evaluated under TPEP.

You can now access the text of the MOU from this [direct link](#) or under the Documents Tab of the [VEA website](#). Below, we have outlined **key points of the MOU** as well as additional **steps to consider if you have been or are in the future impacted by COVID work-based exposure and/or diagnosis**.

### KEY POINTS

1. **COVID Leave Types or Alternate Work Assignments (documentation may be required):**
  - a. Employee is directed by District, health care provider, or CCPH to quarantine due to workplace exposure – alternative work assignment, up to two (2) days of paid admin leave, or use of other leave.
  - b. Employee is diagnosed with COVID by a health care provider and due to workplace exposure – alternative work assignment, up to seven (7) days of paid admin leave or the total required isolation period from the date of diagnosis, or use of other leave.
  - c. For employees impacted prior to implementation of the MOU, if determined as eligible for paid administrative leave, those employees will be “made whole” for prior use of paid or unpaid leave. Use of unpaid leave for qualified COVID-related purposes will not impact the calculation of experience for salary placement.
  - d. If the District determines that quarantine period or positive COVID diagnosis is not due to workplace exposure, employees are **strongly encouraged** to file a State Workers’ Compensation claim. Employees who are exposed to/diagnosed with COVID may want to file a Workers’ Compensation claim regardless of the District’s determination of exposure (see further guidance far below).
  - e. Other paid and unpaid leave options or work from home options for employees:
    - i. Caring for someone at home with COVID diagnosis or suspected COVID symptoms.
    - ii. Parents/guardians of children whose school has closed due to COVID.
    - iii. Who are higher-risk of severe illness or death or have someone in household who is higher-risk.
    - iv. Experiencing COVID vaccine side-effects.
2. **2021-2022 TPEP Changes based on OSPI’s October 29, 2021 guidance (Bulletin 082-21)**
  - a. Cycle 2 evaluation options for teachers who:
    - i. Are scheduled for a comprehensive evaluation after having completed a five (5) year cycle of focused evaluations; or,
    - ii. Are in their second or third provisional year.

### 3. Learning Management System

- a. All certificated staff are to maintain a basic Canvas or Seesaw homepage.
- b. All certificated staff will receive a one-time stipend totaling \$1000 for the 2021-2022 school year. Stipend will be prorated for FTE less than 1.0 or for staff joining VPS after the start of the school year. The stipend will be divided into two payments of \$500 each (for 1.0 FTE, or prorated) occurring on February 28, 2022, and June 30, 2022.



#### Steps for Employees impacted by COVID:

##### If an employee is:

1. Directed by the District, public health agency, or health care provider to quarantine due to workplace exposure to COVID, and/or
2. Diagnosed with COVID after workplace exposure (and shared test results with District HR),
3. They should request from HR and complete the **“Leave Form for COVID-19 At-Work Exposure.”** They should be sure to at least check the box for “Paid Administrative Leave,” and any other leaves they wish to be utilized for #'s 1 or 2 above.
4. If the District denies an employee’s request for paid administrative leave per [the 21-22 COVID MOU](#), VEA **strongly encourages** employees to file a State Workers’ Compensation Claim as soon as possible after paid administrative leave is denied (per instructions below).



#### Filing a State Workers’ Compensation Claim:

1. VPS is self-insured under the State’s Workers’ Compensation program. As such, claims for Workers’ Compensation benefits are administered by a third-party administrator (not directly through the Washington Department of L&I).
2. The first step is to contact Nancy Scott in the VPS Benefits Office at: [Nancy.scott@vansd.org](mailto:Nancy.scott@vansd.org), advise that you are filing a Workers’ Compensation claim for COVID exposure/diagnosis and request the necessary forms.
3. Once you receive the forms, take them asap to your health care provider for completion. (if you see your health care provider first, you can still obtain these forms from Ms. Scott later, but will then still need to have your health care provider complete the forms)
4. If the Workers’ Compensation third-party administrator approves benefits based on workplace exposure to COVID, you are entitled to all leave provisions (including paid administrative leave for quarantine and/or COVID diagnosis) as identified in the [21-22 COVID MOU](#).

The 2021 Health Emergency Labor Standards Act (HELSEA) designates most “educational employees” as Frontline Workers. There is a presumed exposure at work, which under limited exceptions can be rebutted by the District. State L&I maintains [the following FAQ’s](#) about coverage for Frontline Workers.