

Chief Human Resources and Professional Development Officer

Discontinuation of Paid Administrative Leave for COVID-19

To: All Staff

From: David Lerner
Chief Human Resources and Professional Development Officer

Paid Administrative Leave for staff members who test positive for COVID-19 ended at the conclusion of the 2022-23 school year and will not be offered in the 2023-24 school year. As with other illnesses, staff members can use accrued sick, personal and annual leave¹ for missed work due to COVID-19.

Aside from staying up to date with COVID-19 vaccination and boosters, HCPSS is recommending employees continue to follow the CDC's preventative measures (i.e., regular handwashing, wearing a mask if immunocompromised, wearing a mask if exposed to COVID-19, social distancing when appropriate, staying home if unwell, etc.). Staff with questions about CDC guidance for isolation and exposure can use [this link](#), where they will find a self-assessment tool to guide them through the isolation timeline. Additional information regarding health items and communicable diseases is included on the HCPSS home page: [Health – HCPSS](#).

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¹ Annual leave can only be used by employees whose jobs accrue annual leave.