



SEQUOIA UNION HIGH SCHOOL DISTRICT  
**SB-114 COVID-19 Supplemental Paid Sick Leave**

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### **Employee Rights and Responsibilities**

On February 9, 2022, California Governor Newsom signed Senate Bill 114 (“SB 114”) into law providing COVID-19 supplemental paid sick leave, effective February 19, 2022. SB 114, which applies retroactively to January 1, 2022, provides eligible employees with *up to* 80 hours of supplemental sick leave through September 30, 2022, if they are unable to work or telework because of COVID-19 related reasons. This leave is divided into two batches, each allowing up to 40 hours of leave for eligible reasons.

Paid sick time provided under this Bill does not carryover from one year to the next. Employees are not entitled to reimbursement for unused leave upon termination, resignation, retirement, or other separation from employment.

### **SB 114 COVID-19 Supplemental Paid Sick Leave (Batch 1)**

#### *Eligibility*

Employees are eligible from the first day of employment for leave under “Batch 1” if they are unable to work or telework for one of the following qualifying reasons:

1. Employee is subject to a Federal, State, or local quarantine or isolation order related to COVID-19.
2. Employee has been advised by a health care provider to quarantine due to concerns related to COVID-19.
3. Employee is attending an appointment to receive a vaccine or booster for self or a family member for protection against contracting COVID-19.
4. Employee is experiencing symptoms related to a COVID-19 vaccine or booster (limited to 3 days of leave per vaccine or booster unless medical verification confirms longer lasting symptoms).
5. Employee is experiencing symptoms of COVID-19 and is seeking a medical diagnosis.
6. Employee is caring for a family member who
  - a. is subject to a Federal, State, or local quarantine or isolation order related to COVID-19 OR
  - b. has been advised by a health care provider to quarantine due to concerns related to COVID-19 OR
  - c. is experiencing symptoms related to the COVID-19 vaccine or booster (limited to 3 days of leave per vaccine or booster unless medical verification confirms longer lasting symptoms)
7. Employee is caring for a child whose school or place of care is closed or otherwise unavailable for reasons related to COVID-19.

### **SB 114 COVID-19 Supplemental Paid Sick Leave (Batch 2)**

#### *Eligibility*

Employees are eligible from the first day of employment for leave under “Batch 2” if they are unable to work or telework for one of the following qualifying reasons (proof of positive PCR COVID-19 test results is required):

1. Employee tested positive for COVID-19.

2. Employee is caring for a family member who tested positive for COVID-19.

*Amount of leave*

- Batch 1: up to 40 hours (contracted number of work hours per day x 5 = allowable number of hours available).
- Batch 2: up to 40 hours (contracted number of work hours per day x 5 = allowable number of hours available).

*Calculating leave pay*

- Regular rate, but no more than \$511/day and \$5,110 in total.

*Notice of leave request*

- Employees are required to follow district sick leave notice procedures for their intent to use the SB 114 COVID-19 Supplemental Paid Sick Leave.
- Employees must complete the appropriate Request for SB-114 COVID-19 Supplemental Paid Sick Leave Form (one specifically for “Batch 1” leaves and another specifically for “Batch 2” leaves).

**Below are the links to Informed K12 forms to request your leave**

[SB-114 COVID-19 Leave - Batch 1](#)

[SB-114 COVID-19 Leave - Batch 2](#)