

**RESOLUTION OF THE BOARD OF TRUSTEES  
REGARDING EMPLOYEE COMPENSATION  
DURING PERIODS OF SCHOOL CLOSURE  
AND GRANTING THE SUPERINTENDENT CERTAIN AUTHORITY  
RELATED TO EMPLOYEE DUTY DAYS AND COMPENSATION**

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**WHEREAS**, State and local officials have determined that a State of Emergency exists in Texas due to the public health risks posed by COVID-19; and

**WHEREAS**, the recent COVID-19 outbreak has resulted in the closure of schools statewide and is reasonably anticipated to interfere with the regular operation of schools within the [Insert ISD Name] Independent School District in the coming weeks and months; and

**WHEREAS**, [Insert ISD Name] administrators continue to respond on a daily basis to new recommendations and guidance related to public health and safety from national and state educational and public health officials during this rapidly developing situation; and

**WHEREAS**, [Insert ISD Name] may be required to close its schools from time to time to protect public health and safety, and the Board of Trustees finds that a public purpose exists for compensating [Insert ISD Name] employees for lost work during periods of school closure due to the COVID-19 outbreak; and

**WHEREAS** the Superintendent of Schools requires the authority to modify the school calendar and employee work and duty days as necessary to respond to the educational needs of the students during the rapidly changing circumstances posed by this public health crisis; and

**WHEREAS**, this resolution is not meant to excuse the failure to report to duty on these days by any employee who was instructed by the administration to do so or who were required by contract or job description to report for duty, and who are emergency services personnel or whose presence is necessary to provide for the safety and well-being of the general public; and

**WHEREAS**, [Insert ISD Name] Board policy DEA(LOCAL) includes provisions for pay to employees who are prevented from working during an emergency closure.

**NOW THEREFORE, BE IT RESOLVED BY THE [INSERT ISD NAME] INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES THAT:**

1. All the above recitals are adopted as findings of fact and are incorporated into and made a part of this resolution for all purposes.
2. The Superintendent of Schools is granted authority to alter the school calendar as necessary to accommodate:
  - a. The instructional needs of the students;

- b. Public health and safety recommendations from state and local public health officials; and
  - c. The facilities needs of the District.
3. The Board determines that pursuant to the work calendar developed by the District's Superintendent of Schools, regular workdays missed due to school closure during this COVID-19 outbreak may or potentially may not be made up by [Insert ISD Name] employees through either additional days of instruction of students or performance of other essential duties.
  4. To the extent that [Insert ISD Name] schools are closed by administrative or Board action and such closure results in lost pay to Employees of the District who are prevented from working due to school closures, employees will be paid in accordance with each employee's regular pay rate for the employee's regular duty schedule which falls within the period of school closure and for which the Superintendent has instructed the employee to refrain from coming to work.
  5. The Board finds that payment to employees for lost work days are necessary for the conduct of the public schools insomuch as such payment allows [Insert ISD Name] to retain critical staff during a period of public health emergency, retain key employees necessary for re-opening school, prepare for resumed school operations after a school closure and to deliver instruction to the students of the District using alternative methodologies, as may be required.
  6. The Board further finds that a public purpose is served by making such payments and authorizes the Superintendent of Schools to implement a work schedule that includes paid leave due to school closure.
  7. The Board further authorizes the Superintendent of Schools the discretion to designate an additional-pay duty schedule that permits the payment of additional wages to nonexempt employees who are required to work during the emergency closure in accordance with Board Policy DEA(LOCAL).

PASSED and ADOPTED the \_\_\_\_\_ day of March 2020, by the Board of Trustees of the [Insert ISD Name] Independent School District.

By:

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President, Board of Trustees

Attest:

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Secretary, Board of Trustees