



The University of Vermont

To: UVM Non-Represented Employees
From: Jes Kraus, Chief Human Resources Officer
Date: September 8, 2020
RE: Update: Impact of K-12 Fall School Schedule on UVM Employees

Over the summer, many Vermont school districts announced a hybrid plan to reduce the number of K-12 students who are physically present at school to lessen risks associated with COVID-19. This plan involves a combination of in-person and remote instruction on different days for the fall semester which may create challenges for parents and guardians with K-12 students. Please know that the University remains committed to being as flexible as possible for those employees who are juggling work with childcare responsibilities.

To help support employees, the following measures will remain in place for the fall 2020 semester:

- The availability of telework for employees whose jobs permit them to work remotely, even if they are non-exempt;
- Flexibility in scheduling, to allow employees to structure their hours around parenting obligations, consistent with the University's business needs;
- The availability of Public Health Emergency Leave (up to 12 weeks cumulatively, at 67% of salary) through December 31, 2020, regardless of whether an employee has used FMLA for another purpose during the preceding 12 months.

The University is currently developing a dedicated web site that includes a list of resources for parents and guardians and will share that information as soon as it is finalized. In the meanwhile, additional information and resources about HR-related issues is available on the [COVID-19 Employee Information website](#), and in [Coming Back: An Employee Guide for Returning to Campus](#). You may also contact your [Labor and Employee Relations Professional](#) to ask questions and address you specific concerns.

Thank you.