

San Antonio Independent School District COVID-19 Employee Vaccination Mandate

The SAISD Human Resources COVID Team would like to share the latest information regarding the District's vaccination mandate for all employees.

COVID vaccines have been proven to be safe and effective in mitigating the effects of the virus, and as of August 23, 2021, the FDA granted full approval of the Pfizer vaccine. By requiring all staff to be fully vaccinated against COVID-19, SAISD remains steadfast in our commitment to protect our students, staff and community.

COVID-19 VACCINE MANDATE FOR ALL EMPLOYEES: **DEADLINE October 15, 2021 - 5:00 pm**

San Antonio Independent School District will require, as a condition of employment, all San Antonio ISD employees to receive all required doses with either the two-dose Pfizer or Moderna vaccine or the one-dose Johnson & Johnson by October 15, 2021. San Antonio ISD will provide reasonable accommodations for employees who have medical conditions and those with sincerely-held religious beliefs for not receiving the vaccine.

REQUIRED SURVEY FOR ALL SAISD EMPLOYEES: SUBMISSION DEADLINE October 15, 2021 - 5:00pm. All employees are required to notify HR of their current vaccination status by completing an online survey using the following link or QR Code:

https://saisd.co1.qualtrics.com/jfe/form/SV_9yrneliTxDApl9I



In this survey, you will be asked to indicate one of three options regarding your current status:

Yes, I have received the requisite number of doses	→
I am partially vaccinated	
No, I am not vaccinated	

If you indicate “*no, I am not vaccinated*” you will be prompted to choose one of the following:

I intend to be fully vaccinated by October 15, 2021	
I request a reasonable accommodation for medical or disability reasons	→ Upload medical documentation (Required)
I request a reasonable accommodation for reasons of a sincerely-held religious belief	→ Upload written statement (Required)
I refuse to take the vaccination for other reasons	

Upload proof of vaccination (Required)

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To update your status or change your response, you may resubmit a new survey using the same link/QR Code. Employee status and information will reflect the most recent survey submitted.

EXPLANATION OF REQUIRED NEXT STEPS FOR ALL EMPLOYEES:

- 1. Steps for Fully Vaccinated Employees** (2 doses of Pfizer/Moderna or 1 dose of J&J by Oct. 15):
Fully vaccinated employees must show proof of vaccination by uploading a copy of their vaccine card using the survey link/QR Code.
The upload through the link works using your phone/tablet camera. From a laptop or desktop computer, the photo will need to be saved on your device prior to completing the form.
- 2. Steps for Partially Vaccinated:**
Please note that full vaccination proof must be uploaded using the Survey link/QR Code no later than the October 15, 2021 vaccination deadline.
Once fully vaccinated, resubmit your survey response to “Fully Vaccinated” and upload your vaccination card prior to the deadline.
- 3. Steps to Request Reasonable Accommodation for Medical Reasons**
Consideration for request is contingent upon submission of documentation signed by a doctor specifying that the employee is not able to receive the COVID vaccine due to medical reason(s). Once reviewed, a final determination will be made by Human Resources and Employee Benefits regarding your request for your accommodation.
- 4. Steps to Request Reasonable Accommodation for Sincerely-Held Religious Beliefs**
Consideration for request is contingent upon submission of documentation in the form of a written statement by the employee citing religious reasons/beliefs for not receiving the vaccine. Once reviewed, a final determination will be made by Human Resources and Employee Relations regarding your request for the accommodation.
**If you have already received an email notification from Human Resources or Employee Relations regarding the decision for your request, then your survey response has already been entered and no further action is needed on your part.*
- 5. Refuse to Take the Vaccination for Other Reasons**
Once indicated in the survey, no further steps are needed by the employee. A representative from Employee Services will contact the employee for follow-up discussion.

1st DOSE DEADLINE: September 25, 2021

Two-Dose Pfizer & Moderna: The amount of time allowed between first and second doses is no fewer than 21 days. It is important to note that the final day to receive the first dose is September 25th for employees who need to meet the October 15th deadline for both doses.

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One-Dose Johnson & Johnson: The deadline for the single shot vaccine is October 15th.

COVID-19 Vaccine Opportunities

- Friday, September 17th: Burnet Center, 406 Barrera - 12-6 pm (Pfizer and J&J)
- Monday, September 20th: Burnet Center, 406 Barrera - 2-6 pm (Pfizer and J&J)
- Thursdays while supplies last: Second Baptist, 3310 E. Commerce - 3-6 (Pfizer and J&J)

Currently, vaccine clinics are being scheduled for each comprehensive high school campus and the Fox Tech campus during the last two weeks in September through October 1st. These clinics will be open to students throughout each feeder pattern in addition to staff. For more information regarding vaccination clinics offered by SAISD, visit:

www.saisd.net/vaccines

For information on other vaccination options, go to: <http://covid19.sanantonio.gov/What-YOU-Can-Do/Vaccination#get-vaccinated> or at www.wecandoitsa.com

As boosters become more accessible, the District will organize vaccine clinics through available health providers. Employees will be notified of opportunities as they are scheduled.

The Human Resources COVID Team is ready to answer your questions and provide more information by contacting us directly at **(210) 354-9500** during normal business hours (8:00 a.m. – 4:30 p.m.) or by emailing covidquestions@saisd.net.

Employees who need a hard copy of these guidelines should request one through their supervisor.