

# Human Resources Department



**Students First**

*Inspire, Educate, Celebrate*

December 10, 2021

To: All District Staff

From: Maysam Alie-Bazzi  
Executive Director of Staff & Student Services

Re:

***Summary of the action items in this message:***

- 1. Dearborn Public Schools will institute requirements for employee COVID vaccinations or weekly COVID testing in anticipation of federal and state requirements.*
- 2. All employees will need to provide proof of vaccination to the HR department, or disclose that they are not vaccinated, by Wednesday December 15, 2021.*
- 3. All employees who are not fully vaccinated by January 4, 2022, will need to undertake weekly COVID testing.*

*Further details are below.*

Dear Colleagues,

In the fall of 2021, President Biden announced a mandate that organizations that employ more than 100 people must require employees to be vaccinated or be tested weekly for COVID. The federal Occupational and Safety and Health Administration (**OSHA**) issued Emergency Temporary Standards (**ETS**) to implement the vaccine mandate.

The ETS, also referred to as the “vaccine mandate,” is being challenged in the federal courts, and enforcement is currently suspended. Given the uncertainty of the legal status of the ETS, the District examined whether it should implement the ETS procedures according to the published deadlines. This analysis included consultation with external legal counsel, consultation with the Board of Trustees, input from all union leaders, and evaluation of other public school districts. Based on this analysis, we will begin to implement the ETS as if it is a fully enforceable regulation. If the courts do not uphold or delay the order then we will not implement this protocol but we must plan for full implementation so that we are ready to implement this mandate to avoid federal fines.

By January 4, 2022, all employees of Dearborn Public Schools will be required to show proof of being vaccinated, unless the employee opts to forgo vaccination in favor of weekly testing. **Employees who cannot**

**be vaccinated or who choose not to be vaccinated will be required to provide a once-a-week negative COVID test.**

We are grateful to all of you for your teamwork during this pandemic. We thank you for trusting that these decisions are the result of thorough analysis and a good-faith effort at making the best decisions for the entire District. Many public institutions and employers have grappled with the difficult decisions that vaccinations and mandates trigger. If you have questions about the proposed OSHA ETS requirements, we recommend you visit the [OSHA website](#).

**December 15, 2021 is the deadline for disclosure of current vaccination status.**

As required by OSHA, the District will maintain a record of vaccination status for all employees. **All employees must provide their vaccination status to the District no later than Wednesday December 15, 2021.**

[Click here to access the form you may use to submit your verification of vaccination record by December 15, 2021.](#) Information about your vaccination status will not appear in your personnel file and will be maintained in a confidential file. This information will only be disclosed to OSHA when required. If you misplaced your vaccination card, you may contact [www.MCIR.org](http://www.MCIR.org).

If you already voluntarily notified us that you are vaccinated *and you submitted verification* previously, you do not need to submit this information again. If you are vaccinated and do not remember submitting verification, you should submit your status with verification. Acceptable forms of verification are listed on the form linked above. You do not need to submit Booster information at this time.

Please help us be prepared to meet the OSHA standard, and understand that employees with no verified record of receiving a vaccine by December 15th will be considered *not* to have received a vaccine.

Beginning in early 2022, we will comply with the OSHA ETS by allowing employees the following options.

### **Option 1 for 2022: Verified vaccination**

When COVID vaccination became widely available for our employees in February of 2021, we strongly recommended vaccination for all employees and students. Public health officials have consistently said that getting vaccinated is the best way to protect yourself and others from contracting serious cases of COVID. Vaccinations are widely available and currently free of charge. If you are not yet vaccinated, you are encouraged to do so. Getting vaccinated by January 4, 2022, will also keep you from having to provide weekly proof of a negative COVID test.

Verified vaccinations must be one of the three FDA approved vaccines: the 2-part Moderna vaccine, the 2-part Pfizer vaccine, or the 1-part Johnson & Johnson vaccine. Booster shots are not required and will not need to be verified.

## **Option 2 for 2022: Weekly COVID testing**

All employees who cannot be vaccinated (having received medical or religious exemptions) or who opt out of being vaccinated will engage in COVID testing every week. These employees will need to provide proof of negative COVID tests each week before beginning work for that week.

After Christmas, the District will announce procedures for verifying weekly COVID testing for those who are not vaccinated.

COVID testing will be provided free of charge for staff that have not provided evidence of vaccination until March 14, 2022. Staff will have to get tested on their own time before, after work or on weekends. After March 14th, as with other costs of preparing for and attending to employment-related duties, employees who require weekly testing must obtain the testing with personal time and funds.

If you are undergoing weekly COVID testing in 2022 and decide that you prefer to be vaccinated, you will be able to discontinue weekly COVID testing as soon as you are fully vaccinated and you provide verification.

The global coronavirus pandemic is an unprecedented event in our lifetimes. It has required us to make difficult changes in our lives and our work. I recognize that the question of vaccinations and government mandates generates strong, diverging views. The vast majority of public health officials and medical doctors recommend vaccination as a method to prevent the virus spreading and to save lives. I strongly recommend all Dearborn Schools Employees who are considering vaccination, or who have questions or concerns, should consult a medical professional. These professionals are the best sources of information on your questions.

Thank you for working so hard and for working together. Together, we can keep making a difference for our students.

