



October 30, 2020

Dear Team AISD,

Austin ISD's core mission is to ensure students receive the highest quality instruction in a manner that prioritizes the health and safety of our school communities, and we thank you for your ongoing support and dedication to this mission and to our AISD family.

As we prepare to welcome more students back to on-campus learning in the spring semester, we will need more of our team members back on-campus to support students and our colleagues. The district has taken many precautions to make campuses as safe as possible.

If you are currently on an accommodation to work remotely, it will end at the end of December. It will not automatically renew. If you need an accommodation for the spring semester, requests may be submitted beginning November 2, 2020.

Requests for spring accommodations must be submitted with all required medical certifications no later than November 15, 2020 in order to have a response provided as early as November 30. After this time, a response from Employee Relations may not be guaranteed by a certain date. Starting January 5, staff with pending requests will be expected to physically return to work until the accommodation is approved.

Our goal is to provide strong, in-person support for students returning to campus. Thank you again for your support of AISD students.

If you have questions regarding this information, please reach out to us at covid19accommodation@austinisd.org.

Sincerely,

AISD Employee Relations Office