



# RIALTO UNIFIED SCHOOL DISTRICT PERSONNEL SERVICES

182 East Walnut Avenue, Rialto, CA 92376 (909) 820-7700 ext. 2400

**TO:** All employees, volunteers and other adults working and/or providing service at District facilities

**FROM:** Rhonda Kramer, Lead Personnel Agent  
Rhea McIver Gibbs Ed.D., Lead Personnel Agent

**DATE:** September 24, 2021

**SUBJECT: COVID-19 Vaccination or Testing Requirement for Employees, Volunteers and Other Adults Working and/or Providing Services at District Facilities**

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Pursuant to the State Public Health Officer's Order ("Order") of August 11, 2021, all K-12 local educational agencies must verify the vaccination status of all employees, volunteers and other adult individuals who work in district facilities no later than October 15, 2021. The Order also mandates weekly diagnostic screening testing of all unvaccinated or incompletely vaccinated employees, volunteers and other adults working in district facilities.

Accordingly, in compliance with the Order and as part of the Rialto Unified School District's efforts to maintain a safe work and educational environment District employees will be required to verify full vaccination status against COVID-19 no later than October 15, 2021, or be subject to weekly COVID-19 testing. This requirement also applies to new hires, District volunteers, partners, contractors, and other adults who provide services on District property. Employees and adult service providers who do not provide verification of full vaccination status will be required to undergo weekly diagnostic screening testing for COVID-19 to enter District facilities.

Pursuant to the California Department of Public Health Guidance for Vaccine Records Guidelines & Standards, the District will accept only the following methods of proof of vaccination:

1. COVID-19 Vaccination Record Card (issued by the Department of Health and Human Services Centers for Disease Control & Prevention or WHO Yellow Card) which includes name of person vaccinated, type of vaccine provided and date last dose administered);
2. A photo of a Vaccination Record Card as a separate document;
3. A photo of the Vaccination Record Card stored on a phone or electronic device;
4. Documentation of COVID-19 vaccination from a health care provider;
5. Digital record that includes a QR code that when scanned by a SMART Health Card reader displays to the reader client name, date of birth, vaccine dates and vaccine type; OR

6. Documentation of vaccination from other contracted employers who follow these vaccination records guidelines and standards.

Individuals are considered “fully vaccinated” once two weeks has elapsed after they have received the second dose of the vaccine, or, in the case of Johnson & Johnson, the single required dose. Employees, volunteers and other adult service providers who are not fully vaccinated, or for whom vaccine status is unknown or documentation is not provided, must be considered unvaccinated, and will be required to undergo weekly diagnostic screening testing for COVID-19.

To comply with the vaccination requirement, current District employees must complete and submit the attached Attestation Form along with one of the above approved methods to verify COVID-19 vaccination to the Personnel Services Office on or before October 8, 2021.

Unvaccinated or incompletely vaccinated workers must also observe all other infection control requirements, and are not exempted from the testing requirement even if they have a medical contraindication to vaccination or religious exemption.

Employees, volunteers and adult service providers who fail to comply with the vaccination or testing requirements may be subject to disciplinary action, placement on unpaid leave, removal from service and/or may be barred from entering any District campus or facility.

The health and safety of our students and employees is of the utmost importance and we appreciate your compliance and commitment to maintaining a safe environment for the employees, students and families we serve.

It is our hope that you understand the District is legally required to follow the mandates of federal, state and local public health authorities, and the District’s precautions are for the protection of the District’s students, staff and community, even if there are individuals who disagree with these requirements and safety measures.

# ATTESTATION FORM FOR THE COVID-19 VACCINE

Please check the appropriate box for your status of vaccination (this includes the 2<sup>nd</sup> dose of Pfizer/Moderna or the one dose J&J vaccine) and include a copy of your vaccination card/documentation.

- I am fully vaccinated against COVID-19. I have completed both vaccine doses for either Pfizer or Moderna, or one vaccine dose for J&J and waited the requisite time thereafter.**

Vaccine Manufacturer: \_\_\_\_\_

Date(s) of Doses: \_\_\_\_\_; \_\_\_\_\_

- I am partially/incompletely vaccinated.**

Vaccine Manufacturer: \_\_\_\_\_

Date of Dose: \_\_\_\_\_

- I am not yet vaccinated, but COVID-19 vaccination appointment is scheduled.<sup>1</sup>**
- I am not vaccinated against COVID-19.**
- I decline to attest to vaccination for COVID-19.**

I understand that if I decline to attest to vaccination, or if I am not fully vaccinated, I must undergo weekly diagnostic screening testing for COVID-19 and must abide by all other District health requirements and policies.

**I understand I am required to provide accurate information in response to the questions above and that failure to do so may result in disciplinary action. By signing below, I certify that I have accurately and truthfully answered the questions above.**

Name: \_\_\_\_\_ Job Title: \_\_\_\_\_  
(Print)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### COMPLETED FORM SHOULD BE RETURNED TO:

Rialto Unified School District  
ATTN: Personnel Services  
182 E. Walnut Ave.  
Rialto, CA 92376  
Or

Email to: [personnel\\_support@rialtousd.org](mailto:personnel_support@rialtousd.org)

**This form and proof of vaccination is due in Personnel Services by 4:00 p.m. on October 8, 2021**

<sup>1</sup> Persons checking this box must complete and submit a new Attestation Form within 72 hours of receiving their second dose or first dose of the J&J vaccine.