



Vaccine Mandate Documents - September 1, 2021

Adlai E. Stevenson High School District 125
Dr. Kimberly C. Chambers, Director of Human Resources

On August 16, 2021 Stevenson High School notified its employees that as of Friday, October 15, COVID-19 vaccination would be a condition of employment. Subsequently, on August 26, Governor Pritzker issued Executive Order 2021-20 requiring full vaccination for P-12 school employees. The EO allows for weekly testing for those who are unable or unwilling to be vaccinated. As of this writing, Stevenson has no plans to change our employee mandate.

These are the documents that I developed related to this topic. I firmly believe that collaboration between HR folks is what makes us collectively better at our jobs ... and that's better for our students.

Please feel free to borrow from these documents, but remember:

- I am not an attorney and this is not legal advice!
- Review your Board Policy, Collective Bargaining Agreements, and Administrative Procedures - and follow them
- Work with your District's legal counsel

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Like anything else, these documents are accurate and valuable at this particular point in time - who knows what else the pandemic will throw at us??

Good luck!

A handwritten signature in black ink that reads "KChambers".

Kim

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Communications from District to Employees

Initial Communication from Superintendent to all Employees

Colleagues,

It has been wonderful to see everyone back on campus as we begin the 2021 - 2022 school year! Thank you for all you are doing on behalf of one another and our students as we embark on another unprecedented year!

As you know, throughout the pandemic we have consulted with the Illinois Department of Public Health and the Lake County Health Department, and we have worked diligently to create procedures and practices with the primary goal of keeping our school community safe. In recent months, there has been a greater push by our public health agencies for vaccinations in schools as the most effective way to protect staff and students and slow the spread of COVID-19. While we are extremely grateful for the more than 92% of our faculty and staff who are currently fully vaccinated, we believe that it is important that we all take this opportunity to keep ourselves, each other and our students as safe as possible during this challenging time.

To that end, we are writing today to notify our Stevenson community that all employees will be required to provide evidence of COVID-19 vaccination as a condition of employment by October 15, 2021. Although “booster shots” are not currently recommended, in the event they become so, periodic booster shots may also be required. In addition, as we are already experiencing documented cases of COVID-19 among unvaccinated staff members in these first few days of school, starting this week, we will require twice-a-week PCR testing for staff members who have not yet provided vaccination documentation.

Thank you to those who have already provided evidence of your vaccination status to Human Resources. If you have not yet done so, please submit a copy of your vaccination card as soon as possible using **this form**. Dr. Kim Chambers, our Director of Human Resources, will follow up with individuals as necessary. If you believe that you may qualify for a medical or religious exemption to the vaccine requirement (as provided by federal and state law), please contact Dr. Kim Chambers as soon as possible to discuss the application and approval process.

Thank you for your ongoing patience, flexibility and grace as we continue to do everything that we can to keep our school community safe. If you have any questions, comments or concerns, please do not hesitate to reach out and schedule a time to meet.

ET

Eric Twadell, PhD
Superintendent
Adlai E Stevenson High School

Initial Email from Director of Human Resources to all Non-Vaccinated Employees

I'm sure you have read Eric's email mandating the COVID-19 vaccine as a condition of employment for Stevenson employees as of October 15, 2021. I am reaching out to you because we do not have evidence of your vaccination against COVID-19 on file for you in Human Resources.

If you are vaccinated and have not sent a copy of your vaccine card to me via our **Google Form**, please send that along now!

If you are not yet vaccinated, there are many sites which are providing free COVID vaccines. Your physician's office may offer the vaccine. Some pharmacies, including the ones listed below, also offer the vaccine. Please click on the links to be taken to each pharmacy's COVID Vaccine informational page. Some allow walk-ins, others require appointments.

[Costco Pharmacy](#)

[CVS Pharmacy](#)

[Osco Pharmacy](#)

[Sam's Club Pharmacy](#)

[Walgreens Pharmacy](#)

If you need help navigating an appointment or any other parts of this process, let me know and I'll do my best to assist.

As indicated by law, if you wish to request an accommodation based upon a medical or religious exemption, please make arrangements to meet with me no later than September 3, 2021 to discuss the process and your options. Here's my **Calendly** link to do so.

You are a valued member of our Stevenson family, and I want to do everything possible to help you in this process. If you'd like to set up a meeting with me, again, here's my **Calendly** link.

Thank you, Kim

Initial Testing Requirement Email from Assistant Superintendent for Business to all Unvaccinated Employees

Good Afternoon,

As Dr. Twadell mentioned in his email on Monday evening, staff members who are not currently vaccinated are required to participate in twice-weekly COVID-19 testing. We are reaching out to you as our records indicate that you have not yet shared your proof of vaccination with Dr. Kim Chambers, Director of Human Resources.

As our records indicate that you are currently not fully vaccinated, you are required to schedule a testing appointment with (INSERT YOUR DISTRICT'S INFO HERE)

- You are required to test Tuesday and Friday of each week until you are fully vaccinated.
- Testing will take approximately 5 minutes to complete. A member of our medical and / or nursing team will follow up with you if your test results are positive for COVID-19.
- Testing appointments will be available between 7:45 am and 4:00 pm and will take place in Room 4102 (Coat room off of the Glass Commons).
- You may schedule your appointment during any of your free hours, before school or after school (appointments may not conflict with class and / or collaborative team meetings).

If you have any questions regarding the testing requirements, please do not hesitate to contact me. If you believe you've received this email in error or your vaccination status has changed and you are now fully vaccinated, please contact Dr. Kim Chambers.

Sincerely,
Sean Carney

First Follow Up Email from Director of Human Resources to all Non-Vaccinated Employees

You are receiving this email because SHS does not have a COVID-19 vaccination card on file for you. As we indicated in last week's email, the COVID-19 vaccination is required as a condition of employment for all employees effective October 15, 2021.

If you need assistance finding a place to obtain a vaccine or help scheduling an appointment, please contact me to assist. My previous email included a number of pharmacies which are administering the vaccine.

Once you are vaccinated, please send a copy of your vaccine card to me via our Google Form. You may also email a copy to me or bring it over to my office to be scanned.

As indicated by law, if you wish to request an accommodation based upon a medical or religious exemption, please make an appointment to meet with me to discuss. We'd recommend the following timeline so that you receive a response by September 17 - leaving you time to become fully vaccinated by October 15, if necessary.

- Meet with me by September 3, 2021 to discuss the process and your options.
- Make your request for an accommodation by September 10.
- Any accommodation request received by September 10 will receive a response back by September 17.

Please be certain that you are also complying with the twice-weekly COVID-19 testing protocol until the point at which you are fully-vaccinated (one or two doses, based upon the vaccine administered, plus 14 calendar days).

I also need to notify you that as of October 15, 2021, any employees who have not submitted evidence of full vaccination and who do not have approved accommodations will be subject to discipline up to and including termination of employment with Stevenson. It is my fervent hope that this is not the case - you are a valued Patriot!

If you have any questions, please contact me. If you wish to meet, here's my Calendly link to do so.

I will be reaching out to you again at the beginning of October. If you have questions before then (or any time), please contact me.

Thank you,
Kim

Second Follow Up Email from Director of Human Resources to all Non-Vaccinated Employees

You are receiving this email because SHS does not have a COVID-19 vaccination card on file for you. As indicated in my previous emails, the COVID-19 vaccination is required as a condition of employment for all employees effective October 15, 2021. As indicated by law, if you wish to request an accommodation based upon a medical or religious exemption and have not yet met with me regarding this, please contact me right away.

Vaccine cards must be submitted to me no later than 3:00 pm on Friday, October 15, 2021. You may submit via our [Google Form](#), email a copy to me, or bring your card to me in the District Office for copying.

As of 3:00 pm October 15, 2021, any employees who have not submitted evidence of full vaccination and who do not have approved accommodations will be subject to discipline up to and including termination of employment with Stevenson.

If you have any questions, please contact me.
Thank you,
Kim

Final Follow Up Email from Director of Human Resources to all Non-Vaccinated Employees (sent on the date of the deadline)

You are receiving this email because SHS does not have a COVID-19 vaccination card on file for you. The COVID-19 vaccination is required as a condition of employment for all employees effective today October 15, 2021. You have been notified of this requirement multiple times.

The deadline to submit evidence of compliance with this mandate is today at 3:00 pm. You may submit via our [Google Form](#), email a copy to me, or bring your card to me in the District Office for copying.

As a final reminder, any employees who do not comply with this mandate by 3:00 pm will be subject to discipline up to and including termination of employment with Stevenson.

If you have any questions, please contact me.

Thank you,
Kim

Vaccine Mandate Accommodation/Exemption Requests

Accommodations based upon a Medical Exemption

In the event that you believe that you are unable to get the COVID-19 vaccine due to a protected disability or medical condition, below is the process to follow to request an accommodation based upon a medical exemption:

1. Meet with Kim Chambers by September 3

Kim will review the process and answer any questions that you may have. Please plan to do so by September 3, 2021.

2. Obtain your doctor's note

Please obtain medical certification in the form of a letter from your physician.

- a. The note must be on the doctor's office letterhead and include your doctor's signature
- b. The note must include:
 - i. Your name
 - ii. Your disability or serious health condition
 - iii. The statement that the COVID-19 vaccine is contraindicated for you due to your disability or serious health condition
 - iv. The duration of this accommodation request. Examples:
 1. The patient may never receive the COVID-19 vaccination due to his severe allergic reaction to all vaccinations.
 2. The patient may obtain the COVID-19 vaccination after 12/1/21 due to her chemotherapy treatment being concluded at that time.

3. Write your letter of request

Please write a letter making your request.

- a. Although you are welcome to include additional information or language, the following text must be included in your letter:

Dear Kim,

I am writing to request that the District grant me an accommodation due to a medical exemption from the requirement that I obtain the COVID-19 vaccine. My physician has provided me with the attached note indicating that the vaccine is contraindicated for me for DURATION.

I understand that if the District grants my request, additional mitigations may be required of me in order to protect the health and safety of all members of the Stevenson Community.

I further understand that if the District cannot grant my request, I will be required to provide evidence of my own COVID-19 vaccination no later than

3:00 pm on Friday, October 15 and that failure to do so will result in disciplinary action, up to and including termination.

- b. Sign your letter. It must include your original signature (not a typed signature using a script font).
- 4. Request your accommodation by September 10**
To formally request an accommodation, send Kim Chambers an email and attach your letter and the doctor's note. If you send it to Kim by September 10, then you will receive a response by September 17.
- 5. Your request will be considered**
Your request will be considered. Accommodation requests are considered on a case-by-case basis and are approved based upon their reasonableness and the ability of the District to ensure that all employees do not pose a direct threat to the health and safety of others in the workplace. Please note that the Illinois School Code allows school districts to require employees to get a second medical opinion, at the District's expense, if desired.
- 6. You will receive a status update by approximately September 17**
You will receive an email from Kim Chambers notifying you whether your request is granted or not granted. We will move through the requests as quickly as possible. Unless additional information is needed, if you submit your request with all required documents by September 10, you can expect to hear back by approximately September 17. This is four weeks before the October 15 deadline, allowing you time to become fully-vaccinated if needed before the deadline.

If your request is granted, you will be notified of any additional required mitigations to ensure the health and safety of all members of the Stevenson Community. If your request is granted for the duration of the physician's request, after that date, you will be required to provide evidence of your COVID-19 vaccination no later than 3:00 pm on Friday, October 15. Failure to do so will result in disciplinary action.

If your request is not granted, you will be required to provide evidence of your COVID-19 vaccination no later than 3:00 pm on Friday, October 15. Failure to do so will result in disciplinary action.

At any time during this process, if you have questions, please do not hesitate to reach out to Kim by email or phone.

Accommodations based upon a Religious Exemption

In the event that you believe that you are unable to get the COVID-19 vaccine due to a sincerely held religious belief, practice, or observance, below is the process to follow to request an accommodation based upon a religious exemption:

1. Meet with Kim Chambers by September 3

Kim will review the process and answer any questions that you may have. Please plan to do so by September 3, 2021.

2. Write your statement

The District needs to determine the religious nature and sincerity of your belief, practice, or observance. To that end, please write a statement which explains and demonstrates your sincerely held religious belief, practice, or observance and why it prohibits you from obtaining the COVID-19 vaccination. Please include whatever information would be of assistance to us in making this determination.

3. Obtain your third party verification

To further assist the District in determining the religious nature and sincerity of your belief, practice, or observance, please provide a written third-party verification statement.

- a. This may be written by a religious leader (minister, rabbi, shaman, priest, etc.) or a family member.
- b. The writer must be someone who can attest to your sincerely held religious belief, practice, or observance and why it prohibits you from obtaining the COVID-19 vaccination.
- c. The letter must include:
 - i. The writer's signature
 - ii. The writer's relationship to you/the capacity in which the writer knows you
 - iii. The length of time the writer has known you

4. Write your letter of request

Please write a letter making your request.

- a. Although you are welcome to include additional information or language, the following text must be included in your letter:

Dear Kim,

I am writing to request that the District grant me an accommodation due to a religious exemption from the requirement that I obtain the COVID-19 vaccine. Attached are my written statement and my third-party verification statement.

I understand that if the District grants my request, additional mitigations may be required of me in order to protect the health and safety of all members of the Stevenson Community.

I further understand that if the District cannot grant my request, I will be required to provide evidence of my own COVID-19 vaccination no later than

3:00 pm on Friday, October 15 and that failure to do so will result in disciplinary action, up to and including termination.

- b. Sign your letter. It must include your original signature (not a typed signature using a script font).
- 5. Request your accommodation by September 10**
To formally request an accommodation, send Kim Chambers an email and attach your statement and third-party verification. If you send it to Kim by September 10, then you will receive a response by September 17.
- 6. Your request will be considered**
Your request will be considered. Accommodation requests are considered on a case-by-case basis and are approved based upon their reasonableness and the ability of the District to ensure that all employees do not pose a direct threat to the health and safety of others in the workplace.
- 7. You will receive a status update by approximately September 17**
You will receive an email from Kim Chambers notifying you whether your request is granted or not granted. We will move through the requests as quickly as possible. Unless additional information is needed, if you submit your request with all required documents by September 10, you can expect to hear back by approximately September 17. This is four weeks before the October 15 deadline, allowing you time to become fully-vaccinated if needed before the deadline.

If your request is granted, you will be notified of any additional required mitigations to ensure the health and safety of all members of the Stevenson Community.

If your request is not granted, you will be required to provide evidence of your COVID-19 vaccination no later than 3:00 pm on Friday, October 15. Failure to do so will result in disciplinary action up to and including termination.

At any time during this process, if you have questions, please do not hesitate to reach out to Kim by email or phone to ask.

Relevant EO and JCAR Language re: Religious Requests

From Executive Order 2021:20 - Individuals are exempt from the requirement to be fully vaccinated against COVID-19 if (1) vaccination is medically contraindicated, including any individual who is entitled to an accommodation under the Americans with Disabilities Act or any other law applicable to a disability-related reasonable accommodation, or (2) vaccination would require the individual to violate or forgo a sincerely held religious belief, practice, or observance.

IL Admin Code (Section 665.510 Religious Objection) - The grounds for the religious objection must set forth the specific religious belief that conflicts with the examination, test, immunization or other medical intervention. The religious objection stated need not be directed by the tenets of an established religious organization. However, general philosophical or moral reluctance to allow physical examinations, eye examinations, immunizations, vision and hearing screenings, or dental examinations does not provide a sufficient basis for an exception.

Collection of Vaccination Information

We utilized a Google Form to collect employee vaccination information. The fields we used were:

Email

Last Name

First Name

Division/Department (provide a dropdown list so that you can easily sort later without having to clean up data)

Position

Type of Vaccine (Moderna, Pfizer, Johnson & Johnson)

Date of First Dose

Date of Second Dose

Upload a copy of the vaccine card

All of this information then automatically populates a Google Sheet and is easy to review. Be sure to check each vaccination card - some may come in with one dose when you are expecting two. In one case, someone accidentally uploaded a document... Well, let's just say it was not her vaccination card.

Non-Compliance Progressive Discipline Chart

While we very much hope that all employees will either become vaccinated or qualify for a medical or religious exemption, we are planning for the few who may not. Failure to follow an administrative directive is insubordination and is grounds for disciplinary action. This chart will be used for those who are non-compliant with the vaccine mandate.

For any employee who is non-compliant with mandatory testing, first they are given a reminder. After missing a second testing day, I meet with them to try and determine the reason for non-compliance. After that, progressive discipline begins.

Below are individual charts for each employee group (they're easier to see that way). Keep scrolling for the chart in its entirety.

At-Will Employee

| At-Will Employee | |
|---|---|
| | |
| After October 15 deadline, receive written notice of recommendation to BOE for termination of employment. | Monday, October 18 |
| | |
| Recommendation to BOE for termination of employment | BOE on Monday, November 15 (or special meeting) |

Administrator (with contract)

| Administrator - with contract | |
|---|---|
| | |
| After October 15 deadline, receive written notice of pre-disciplinary meeting with Director of HRm. | Monday, October 18 |
| | |
| At meeting, opportunity for due process provided. Written warning with suspension without pay for insubordination given. Directive to get first dose within 5 business days. If not, move to next step. | |
| | |
| If, 5 days later, no evidence of vaccination is provided, written recommendation to employee that recommendation is being made BOE to terminate employment. Give option for pre-termination meeting with BOE. | |
| | |
| Recommendation to BOE for termination of employment | BOE on Monday, November 15 (or special meeting) |

Support Staff (with Collective Bargaining Agreement)

| Support Staff - with CBA | |
|---|---|
| After October 15 deadline, receive written notice of pre-disciplinary meeting with Director of HR. Invitation to bring an Association Rep. | Monday, October 18 |
| At meeting, opportunity for due process provided. Written warning with suspension without pay for insubordination given. Directive to get first dose within 5 business days. If not, move to next step. | |
| If, 5 days later, no evidence of vaccination is provided, written recommendation to employee that recommendation is being made BOE to terminate employment. | |
| Recommendation to BOE for termination of employment | BOE on Monday, November 15 (or special meeting) |

Non-Tenured Faculty

| Non-Tenured Faculty | |
|--|--|
| <p>After October 15 deadline, receive written notice of pre-disciplinary meeting with Director of HR.</p> <p>Invitation to bring an Association Rep.</p> | <p>Monday, October 18</p> |
| <p>At meeting, opportunity for due process provided.</p> <p>Written warning with suspension without pay for insubordination given.</p> <p>Directive to get first dose within 5 business days. If not, move to next step.</p> | |
| <p>If, 5 days later, no evidence of vaccination is provided, written recommendation to employee that recommendation is being made BOE to terminate employment.</p> <p>Give option for pre-termination meeting with BOE.</p> | |
| <p>Recommendation to BOE for termination of employment</p> | <p>BOE on Monday, November 15 (or special meeting)</p> |

Tenured Faculty

| Tenured Faculty | |
|---|---|
| | |
| After October 15 deadline, receive written notice of pre-disciplinary meeting with Director of HR. Invitation to bring an Association Rep. | Monday, October 18 |
| At meeting, opportunity for due process provided. Written warning with suspension without pay for insubordination given. Directive to get first dose within 5 business days. If not, move to next step. | |
| Recommendation to BOE for Notice to Remedy. Directive to get first dose within 5 business days. If not, move to next step. | BOE on Monday, November 15 (or special meeting) |
| If, 5 days later, no evidence of vaccination is provided, written recommendation to employee that recommendation is being made BOE to terminate employment. Give option for pre-termination meeting with BOE. | |
| Recommendation to BOE for termination of employment | BOE on Monday, December 13 (or special meeting) |

| At-Will Employee | | Administrator - with contract | | Support Staff - with CBA | | Non-Tenured Faculty | | Tenured Faculty | |
|---|---|---|---|---|---|---|---|---|---|
| After October 15 deadline, receive written notice of recommendation to BOE for termination of employment. | Monday, October 18 | After October 15 deadline, receive written notice of pre-disciplinary meeting with Km. | Monday, October 18 | After October 15 deadline, receive written notice of pre-disciplinary meeting with Km. | Monday, October 18 | After October 15 deadline, receive written notice of pre-disciplinary meeting with Km. Invitation to bring an Association Rep. | Monday, October 18 | After October 15 deadline, receive written notice of pre-disciplinary meeting with Km. Invitation to bring an Association Rep. | Monday, October 18 |
| Recommendation to BOE for termination of employment | BOE on Monday, November 15 (or special meeting) | At meeting, opportunity for due process provided. Written warning with suspension without pay for insubordination given. Directive to get first dose within 5 business days. If not, move to next step. | | At meeting, opportunity for due process provided. Written warning with suspension without pay for insubordination given. Directive to get first dose within 5 business days. If not, move to next step. | | At meeting, opportunity for due process provided. Written warning with suspension without pay for insubordination given. Directive to get first dose within 5 business days. If not, move to next step. | | At meeting, opportunity for due process provided. Written warning with suspension without pay for insubordination given. Directive to get first dose within 5 business days. If not, move to next step. | |
| | | If, 5 days later, no evidence of vaccination is provided, written recommendation to employee that recommendation is being made BOE to terminate employment. Give option for pre-termination meeting with BOE. | | If, 5 days later, no evidence of vaccination is provided, written recommendation to employee that recommendation is being made BOE to terminate employment. Give option for pre-termination meeting with BOE. | | If, 5 days later, no evidence of vaccination is provided, written recommendation to employee that recommendation is being made BOE to terminate employment. Give option for pre-termination meeting with BOE. | | Recommendation to BOE for Notice to Remedy. Directive to get first dose within 5 business days. If not, move to next step. | BOE on Monday, November 15 (or special meeting) |
| | | Recommendation to BOE for termination of employment | BOE on Monday, November 15 (or special meeting) | Recommendation to BOE for termination of employment | BOE on Monday, November 15 (or special meeting) | Recommendation to BOE for termination of employment | BOE on Monday, November 15 (or special meeting) | Recommendation to BOE for termination of employment | BOE on Monday, December 13 (or special meeting) |

Text of Executive Order 2021-20

Executive Order 2021-20

(COVID-19 EXECUTIVE ORDER NO. 87)

August 26, 2021

WHEREAS, since early March 2020, Illinois has faced a pandemic that has caused extraordinary sickness and loss of life, infecting over 1,490,000, and taking the lives of more than 23,800 residents; and,

WHEREAS, at all times but especially during a public health crisis, protecting the health and safety of Illinoisans is among the most important functions of State government; and,

WHEREAS, the Illinois Department of Public Health (IDPH) has determined that the Delta variant is the most dominant strain of COVID-19 in Illinois and has spread quickly among unvaccinated people of all ages in Illinois; and,

WHEREAS, the Delta variant of the coronavirus is more aggressive and more transmissible than previously circulating strains, and poses significant new risks in the ongoing effort to stop and slow spread of the virus; and,

WHEREAS, the Delta variant also may cause more severe disease than prior strains of the virus; and,

WHEREAS, the Centers for Disease Control and Prevention (CDC) estimates that the Delta variant now accounts for more than 90 percent of all sequenced coronavirus cases in the U.S.; and,

WHEREAS, the CDC has issued guidance recommending wearing a mask indoors in public in most circumstances, even for fully vaccinated people, as well as where required by federal, state, local, tribal, or territorial laws, rules, and regulations, including local business and workplace guidance; and,

WHEREAS, every region in the State is experiencing increased numbers of COVID-19 cases and increased numbers of hospital beds and ICU beds utilized by COVID-19 patients; and,

WHEREAS, there are parts of the country in which there are few if any available ICU beds as a result of the Delta variant, and in many parts of Illinois, the number of available ICU beds is decreasing as a result of the Delta variant; and,

WHEREAS, the CDC continues to advise that cloth face coverings or masks protect persons who are not fully vaccinated from COVID-19; and,

WHEREAS, social distancing, face coverings, and other public health precautions have proved to be critical in slowing and stopping the spread of COVID-19; and,

WHEREAS, COVID-19 cases for 5 to 11-year-olds and 12 to 17-year-olds went up dramatically over the past month; and,

WHEREAS, the CDC has recognized vaccination as the leading public health prevention strategy to end the COVID-19 pandemic and recommends that all teachers, staff, and eligible students be vaccinated as soon as possible; and,

WHEREAS, COVID-19 vaccines are safe, effective, and widely available free of cost to any Illinois resident 12 years of age and older; and,

WHEREAS, while over 6.7 million Illinoisans have been fully vaccinated against COVID-19, in order to protect against the rapid spread of the Delta variant, additional steps are necessary to ensure that the number of vaccinated residents continues to increase and includes individuals working in certain settings of concern, including those who work around children under the age of 12; and,

WHEREAS, increasing vaccination rates in schools is the strongest protective measure against COVID-19 available and, together with masking and regular testing, is vital to providing in-person instruction in as safe a manner as possible; and,

WHEREAS, health care workers, and particularly those involved in direct patient care, face an increased risk of exposure to COVID-19; and,

WHEREAS, stopping the spread of COVID-19 in health care settings is critically important because of the concentration of people in many of these settings and the presence of people with underlying conditions or compromised immune systems; and,

WHEREAS, requiring individuals in health care settings to receive a COVID-19 vaccine or undergo regular testing can help prevent outbreaks and reduce transmission to vulnerable individuals who may be at a higher risk of severe disease; and,

WHEREAS, statewide measures are necessary to protect particularly vulnerable individuals, as well as employees, in high-risk health care settings; and,

WHEREAS, it is the duty of every employer to protect the health and safety of employees by establishing and maintaining a healthy and safe work environment and requiring employees to comply with health and safety measures; and,

WHEREAS, in light of the continued spread of COVID-19, the increasing threat of the Delta variant, and the significant percentage of the population that remains unvaccinated, I declared on August 20, 2021 that the current circumstances in Illinois surrounding the spread of COVID-19 continue to constitute an epidemic emergency and a public health emergency under Section 4 of the Illinois Emergency Management Agency Act;

THEREFORE, by the powers vested in me as the Governor of the State of Illinois, pursuant to the Illinois Constitution and the Illinois Emergency Management Agency Act, 20 ILCS 3305, Sections 7(1), 7(2), 7(3), 7(8), 7(12), and Section 19 thereof, and consistent with the powers in public health laws, I hereby order the following effective immediately:

Section 1: Face covering requirements for individuals. Beginning on Monday, August 30, 2021, all individuals in Illinois who are age two or over and able to medically tolerate a face covering (a mask or cloth face covering) shall be required to cover their nose and mouth with a face covering when in an indoor public place. Illinoisans should also consider wearing a mask in crowded outdoor settings and for activities that involve close contact with others who are not fully vaccinated.

Face coverings may be removed temporarily while actively eating or drinking (including in bars or restaurants), and may be removed by workers at workplaces when they can consistently maintain six feet of distance (such as when workers are in their office or cubicle space).

All individuals, including those who are fully vaccinated, shall continue to be required to wear a face covering (1) on planes, buses, trains, and other forms of public transportation and in transportation hubs such as airports and train and bus stations; (2) in congregate facilities such as correctional facilities and homeless shelters; and (3) in healthcare settings.

Section 2: Vaccination Requirements for Health Care Workers.

1. Definitions

1. "Health Care Worker" means any person who (1) is employed by, volunteers for, or is contracted to provide services for a Health Care Facility, or is employed by an entity that is contracted to provide services to a Health Care Facility, and (2) is in close contact (fewer than 6 feet) with other persons in the facility for more than 15 minutes at least once a week on a regular basis as determined by the Health Care Facility. The term "Health Care Worker" does not include any person who is employed by, volunteers for, or is contracted to provide services for any State-owned or operated facility. The term "Health Care Worker" also does not include any person who is present at the Health Care Facility for only a short period of time and whose moments of close physical proximity to others on site are fleeting (e.g., contractors making deliveries to a site where they remain physically distanced from others or briefly entering a site to pick up a shipment).
 2. "Health Care Facility" means any institution, building, or agency, or portion of an institution, building or agency, whether public or private (for-profit or nonprofit), that is used, operated or designed to provide health services, medical treatment or nursing, or rehabilitative or preventive care to any person or persons. This includes, but is not limited to, ambulatory surgical treatment centers, hospices, hospitals, physician offices, dental offices, free-standing emergency centers, urgent care facilities, birth centers, post-surgical recovery care facilities, end-stage renal disease facilities, long-term care facilities (including skilled and intermediate long-term care facilities licensed under the Nursing Home Care Act, the ID/DD Community Care Act or the MC/DD Act), Specialized Mental Health Rehabilitation Facilities, assisted living facilities, supportive living facilities, medical assistance facilities, mental health centers, outpatient facilities, public health centers, rehabilitation facilities, residential treatment facilities, and adult day care centers. The term "Health Care Facility" does not include any State-owned or operated facilities.
 3. An individual is "fully vaccinated against COVID-19" two weeks after receiving the second dose in a two-dose series of a COVID-19 vaccine authorized for emergency use, licensed, or otherwise approved by the U.S. Food and Drug Administration (FDA), or two weeks after receiving a single-dose COVID-19 vaccine authorized for emergency use, licensed, or otherwise approved by the FDA.
2. All Health Care Workers must have, at a minimum, the first dose of a two-dose COVID-19 vaccine series or a single-dose COVID-19 vaccine within 10 days after issuance of this Executive Order, and be fully vaccinated against COVID-19 within 30 days following administration of their first dose in a two-dose vaccination series. Any Health Care Workers who have not established that they are fully vaccinated against COVID-19 must be tested consistent with the requirements of Subsection (d). To establish that they are fully vaccinated against COVID-19, Health Care Workers must provide proof of full vaccination against COVID-19 to the Health Care Facility. Proof of COVID-19 vaccination may be met by providing one of the following: (1) a CDC COVID-19 vaccination record card or photograph of the card; (2) documentation of vaccination from a health care provider or electronic health record; or (3) state immunization records.

3. Health Care Facilities shall exclude Health Care Workers who are not fully vaccinated against COVID-19 from the premises unless they comply with the testing requirements specified in Subsection (d).
4. Beginning 10 days after issuance of this Executive Order, to enter or work at or for a Health Care Facility, Health Care Workers who have not been fully vaccinated against COVID-19 must undergo testing for COVID-19, as described below, until they establish that they are fully vaccinated against COVID-19:
 1. Health Care Workers who are not fully vaccinated against COVID-19 must be tested for COVID-19 weekly, at a minimum. The testing must be done using a test that either has Emergency Use Authorization by the FDA or is be operating per the Laboratory Developed Test requirements by the U.S. Centers for Medicare and Medicaid Services.
 2. Such testing for Health Care Workers who are not fully vaccinated against COVID-19 must be conducted on-site at the Health Care Facility or the Health Care Facility must obtain proof or confirmation from the Health Care Worker of a negative test result obtained elsewhere.
 3. IDPH recommends that Health Care Workers be tested using a PCR test if available.
5. Individuals are exempt from the requirement to be fully vaccinated against COVID-19 if (1) vaccination is medically contraindicated, including any individual who is entitled to an accommodation under the Americans with Disabilities Act or any other law applicable to a disability-related reasonable accommodation, or (2) vaccination would require the individual to violate or forgo a sincerely held religious belief, practice, or observance. Individuals who demonstrate they are exempt from the vaccination requirement shall undergo, at a minimum, weekly testing as provided for in Subsection (d).
6. State agencies, including but not limited to IDPH, the Illinois Department of Human Services, and the Illinois Department of Healthcare and Family Services, may promulgate emergency rules as necessary to effectuate this Executive Order.

Section 3: Vaccination Requirements for School Personnel.

1. Definitions
 1. "School Personnel" means any person who (1) is employed by, volunteers for, or is contracted to provide services for a School or school district serving students in pre-kindergarten through 12th grade, or who is employed by an entity that is contracted to provide services to a School, school district, or students of a School, and (2) is in close contact (fewer than 6 feet) with other persons in the School for more than 15 minutes at least once a week on a regular basis as determined by the School. The term "School Personnel" does not include any person who is present at the School for only a short period of time and whose moments of close physical proximity to others on site are fleeting (e.g., contractors making deliveries to a site where they remain physically distanced from others or briefly entering a site to pick up a shipment).
 2. "School" means any public or nonpublic elementary or secondary school, including charter schools, serving students in pre-kindergarten through 12th grade, including any State-operated residential schools such as the Philip J. Rock Center and School, the Illinois School for the Visually Impaired, the Illinois School for the Deaf, and the Illinois Mathematics and Science Academy. The term "School" does not include the Illinois Department of Juvenile Justice.
 3. An individual is "fully vaccinated against COVID-19" two weeks after receiving the second dose in a two-dose series of a COVID-19 vaccine authorized for emergency use, licensed, or otherwise approved by the UFDA, or two weeks after receiving a single-dose COVID-19 vaccine authorized for emergency use, licensed, or otherwise approved by the FDA.

2. All School Personnel must have, at a minimum, the first dose of a two-dose COVID-19 vaccine series or a single-dose COVID-19 vaccine within 10 days after issuance of this Executive Order, and be fully vaccinated against COVID-19 within 30 days following administration of their first dose in a two-dose vaccination series. Any School Personnel who have not established that they are fully vaccinated against COVID-19 must be tested consistent with the requirements of Subsection (d). To establish that they are fully vaccinated against COVID-19, School Personnel must provide proof of full vaccination against COVID-19 to the School. Proof of COVID-19 vaccination may be met by providing one of the following: (1) a CDC COVID-19 vaccination record card or photograph of the card; (2) documentation of vaccination from a health care provider or electronic health record; or (3) state immunization records.
3. Schools shall exclude School Personnel who are not fully vaccinated against COVID-19 from the premises unless they comply with the testing requirements specified in Subsection (d).
4. Beginning 10 days after issuance of this Executive Order, to enter or work at or for a School, School Personnel who have not been fully vaccinated against COVID-19 must undergo testing for COVID-19, as described below, until they establish that they are fully vaccinated against COVID-19:
 1. School Personnel who are not fully vaccinated against COVID-19 must be tested for COVID-19 weekly, at a minimum. The testing must be done using a test that either has Emergency Use Authorization by the FDA or be operating per the Laboratory Developed Test requirements by the U.S. Centers for Medicare and Medicaid Services.
 2. Such testing for School Personnel who are not fully vaccinated against COVID-19 must be conducted on-site at the School or the School must obtain proof or confirmation from the School Personnel of a negative test result obtained elsewhere.
 3. IDPH recommends that School Personnel be tested using a PCR test if available.
5. Individuals are exempt from the requirement to be fully vaccinated against COVID-19 if (1) vaccination is medically contraindicated, including any individual who is entitled to an accommodation under the Americans with Disabilities Act or any other law applicable to a disability-related reasonable accommodation, or (2) vaccination would require the individual to violate or forgo a sincerely held religious belief, practice, or observance. Individuals who demonstrate they are exempt from the vaccination requirement shall undergo, at a minimum, weekly testing as provided for in Subsection (d).
6. State agencies, including but not limited to IDPH and the Illinois State Board of Education, may promulgate emergency rules as necessary to effectuate this Executive Order.

Section 4: Vaccination Requirements for Higher Education.

1. Definitions
 1. "Higher Education Personnel" means any person who (1) is employed by, volunteers for, or is contracted to provide services for an Institution of Higher Education, or is employed by an entity contracted to provide services for an Institution of Higher Education, and (2) is in close contact (fewer than 6 feet) with other persons on the campus or in a campus-affiliated building or location for more than 15 minutes at least once a week on a regular basis. The term "Higher Education Personnel" does not include any person who is present on the campus or at an affiliated off-campus location for only a short period of time and whose moments of close physical proximity to others on site are fleeting (e.g., contractors making deliveries to a site where they remain physically distanced from others or briefly enter a site to pick up a shipment).
 2. "Institution of Higher Education" means any publicly or privately operated university, college, community college, junior college, business, technical or vocational school, or other educational institution offering degrees, programs, or instruction beyond the secondary school level.

3. "Higher Education Student" means an individual enrolled in credit-bearing or non-credit bearing coursework at an Institution of Higher Education, either on campus or at an affiliated off-campus location. The term "Higher Education Student" does not include individuals who complete their coursework exclusively remotely.
4. An individual is "fully vaccinated against COVID-19" two weeks after receiving the second dose in a two-dose series of a COVID-19 vaccine authorized for emergency use, licensed, or otherwise approved by the FDA, or two weeks after receiving a single-dose COVID-19 vaccine authorized for emergency use, licensed, or otherwise approved by the FDA.
2. All Higher Education Personnel and Higher Education Students must have, at a minimum, the first dose of a two-dose COVID-19 vaccine series or a single-dose COVID-19 vaccine within 10 days after issuance of this Executive Order, and be fully vaccinated against COVID-19 within 30 days following administration of their first dose in a two-dose vaccination series. Any Higher Education Personnel or Higher Education Students who have not established that they are fully vaccinated against COVID-19 must be tested consistent with the requirements of Subsection (d). To establish that they are fully vaccinated against COVID-19, Higher Education Personnel and Higher Education Students must provide proof of full vaccination against COVID-19 to the Institution of Higher Education. Proof of COVID-19 vaccination may be met by providing one of the following: (1) a CDC COVID-19 vaccination record card or photograph of the card; (2) documentation of vaccination from a health care provider or electronic health record; or (3) state immunization records.
3. An Institution of Higher Education shall exclude Higher Education Personnel and Higher Education Students who are not fully vaccinated against COVID-19 from the premises unless they comply with the testing requirements specified in Subsection (d).
4. Beginning 10 days after issuance of this Executive Order, to enter or work at or for an Institution of Higher Education, Higher Education Personnel and Higher Education Students who have not been fully vaccinated against COVID-19 must undergo testing for COVID-19, as described below, until they establish that they are fully vaccinated against COVID-19:
 1. Higher Education Personnel and Higher Education Students who are not fully vaccinated against COVID-19 must be tested for COVID-19 weekly, at a minimum. Testing must be done using a test that either has Emergency Use Authorization by the FDA or be operating per the Laboratory Developed Test requirements by the U.S. Centers for Medicare and Medicaid Services.
 2. Such testing for Higher Education Personnel and Higher Education Students who are not fully vaccinated against COVID-19 must be conducted on-site at the Institution of Higher Education or the Institute of Higher Education must obtain proof or confirmation from the Higher Education Personnel or Higher Education Student who is not fully vaccinated against COVID-19 of a negative test result obtained elsewhere.
 3. IDPH recommends Higher Education Personnel and Higher Education Students be tested using PCR tests if available.
5. Individuals are exempt from the requirement to be fully vaccinated against COVID-19 if (1) vaccination is medically contraindicated, including any individual who is entitled to an accommodation under the Americans with Disabilities Act or any other law applicable to a disability-related reasonable accommodation, or (2) vaccination would require the individual to violate or forgo a sincerely held religious belief, practice, or observance. Individuals who demonstrate they are exempt from the vaccination requirement shall undergo, at a minimum, weekly testing as provided for in Subsection (d).
6. State agencies, including but not limited to IDPH, the Illinois Community College Board, and the Illinois Board of Higher Education, may promulgate emergency rules as necessary to effectuate this Executive Order.

Section 5: Vaccination Requirements at State-Owned or Operated Congregate Facilities.

1. Definitions
 1. "State-owned or operated congregate facilities" means congregate facilities operated by the Illinois Department of Veterans' Affairs, the Illinois Department of Human Services, the Illinois Department of Corrections, and the Illinois Department of Juvenile Justice.
 2. An individual is "fully vaccinated against COVID-19" two weeks after receiving the second dose in a two-dose series of a COVID-19 vaccine authorized for emergency use, licensed, or otherwise approved by the U.S. FDA, or two weeks after receiving a single-dose COVID-19 vaccine authorized for emergency use, licensed, or otherwise approved by the FDA.
2. All State employees at State-owned or operated congregate facilities must have both doses of a two-dose COVID-19 vaccine series or a single-dose COVID-19 vaccine by no later than October 4, 2021, subject to bargaining.
3. All contractors and vendors who work at State-owned or operated congregate facilities must have both doses of a two-dose COVID-19 vaccine series or a single-dose COVID-19 vaccine by no later than October 4, 2021. This does not include any person who is present at a State-owned or operated congregate facility for only a short period of time and whose moments of close physical proximity to others on site are fleeting, as determined by the facility (e.g., contractors making deliveries to a site where they remain physically distanced from others or briefly enter a site to pick up a shipment).
4. To meet the requirement to be fully vaccinated against COVID-19, State employees and contractors and vendors at State-owned or operated congregate facilities must provide proof of full vaccination against COVID-19 to the State-owned or operated congregate facility. Proof of COVID-19 vaccination may be met by providing one of the following: (1) a CDC COVID-19 vaccination record card or photograph of the card; (2) documentation of vaccination from a health care provider or electronic health record; or (3) state immunization records.
5. Individuals will be exempt from the requirement to be fully vaccinated against COVID-19 if (1) vaccination is medically contraindicated, including any individual who is entitled to an accommodation under the Americans with Disabilities Act or any other law applicable to a disability-related reasonable accommodation, or (2) vaccination would require the individual to violate or forgo a sincerely held religious belief, practice, or observance. Individuals who demonstrate they meet the requirements for an exemption will be subject to additional testing requirements.
6. The Illinois Department of Central Management Services Labor Relations team is instructed to negotiate effectuating this Executive Order with the relevant labor unions, and to bargain these provisions as appropriate under the law.

Section 6: Additional Vaccination and Testing Requirements.

1. Nothing in this Executive Order prohibits any entity from implementing vaccination or testing requirements for personnel, contractors, students or other visitors that exceed the requirements of this Executive Order.
2. IDPH and the Illinois State Board of Education may adopt emergency rules to require facilities to conduct more frequent testing that required by this Executive Order, and nothing in this Executive Order is intended to supersede or replace any IDPH protocols for facilities to implement more frequent testing in areas of high transmission or for facilities experiencing an outbreak.
3. All entities are encouraged to implement robust vaccination and testing programs to reduce the spread of COVID-19.

Section 7: Savings Clause. If any provision of this Executive Order or its application to any person or circumstance is held invalid by any court of competent jurisdiction, this invalidity does not affect any other provision or application of this Executive Order, which can be given effect without the invalid provision or application. To achieve this purpose, the provisions of this Executive Order are declared to be severable.

Section 8: Prior Executive Orders. This Executive Order supersedes any contrary provision of any other prior Executive Order. Any provisions that are not contrary to those in this Executive Order shall remain in full force and effect.

JB Pritzker, Governor

Issued by the Governor August 26, 2021

Filed by the Secretary of State August 26, 2021

Individuals are considered fully vaccinated 2 weeks after their second dose in a 2-dose series, such as the Pfizer or Moderna vaccines, or 2 weeks after a single-dose vaccine, such as Johnson & Johnson's Janssen vaccine. Individuals who do not meet these requirements, regardless of age, are not considered fully vaccinated.