

Notice re: Letters of Reasonable Assurance

As this school year draws to a close, LEAs are questioning whether Letters of Reasonable Assurance should be sent to 10-month employees during the COVID-19 pandemic. I have discussed “Between Semesters or Terms” with the Department of Employment Security (DES) and they agree letters should be sent to school employees in the same manner in which LEAs have administered in the past.

Letters of Reasonable Assurance remind employees their school year employment has ended and if work is available in the following school year, they will again be employed.

- LEAs should prepare Letters of Reasonable Assurance and require each 10-month employee to sign accordingly.
- Letters should include the ending date of the current school year, and the beginning date for the 2020-2021 school year.
- Letters should advise employees they are not eligible to collect unemployment benefits during the summer months.
- Letters should remind employees, currently receiving unemployment and CARES benefits, they should discontinue their weekly certification of benefits on the DES website.

Without Letters of Reasonable of Assurance, LEAs may not be successful in appealing “Between Semesters or Terms,” if an employee receives unemployment benefits throughout the summer months.

Contact Eileen Townsend at eileen.townsend@dpi.nc.gov or 919-810-8099, with additional questions or concerns.