



Confederated Tribes of Warm Springs, Oregon
Office of the Secretary-Treasurer/CEO
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In the Matter of:
Early Childhood Center Closures

October 20, 2021

Tribal Work Force

Greetings,

There has been a lot of discussion and questions regarding ECE closures and requests for administration leave during closures.

The Secretary-Treasurer / CEO has the authority to grant administrative leave under PER-708, Administrative Leave of the personnel policy.

Traditionally, the S-T has only exercised this authority under emergency circumstances or for inclement weather purposes.

This policy is also designed for those employees directly affected by circumstances mentioned above and not for situations where parents have not secured parental coverage.

For the Early Childhood Center closures, all parents will receive a credit on their monthly bill and will not be required to pay for the dates associated with the closures.

This action is effective immediately today.

Very Respectfully,

Glendon N. Smith, Office of Secretary-Treasurer/CEO
Confederated Tribes of Warm Springs

