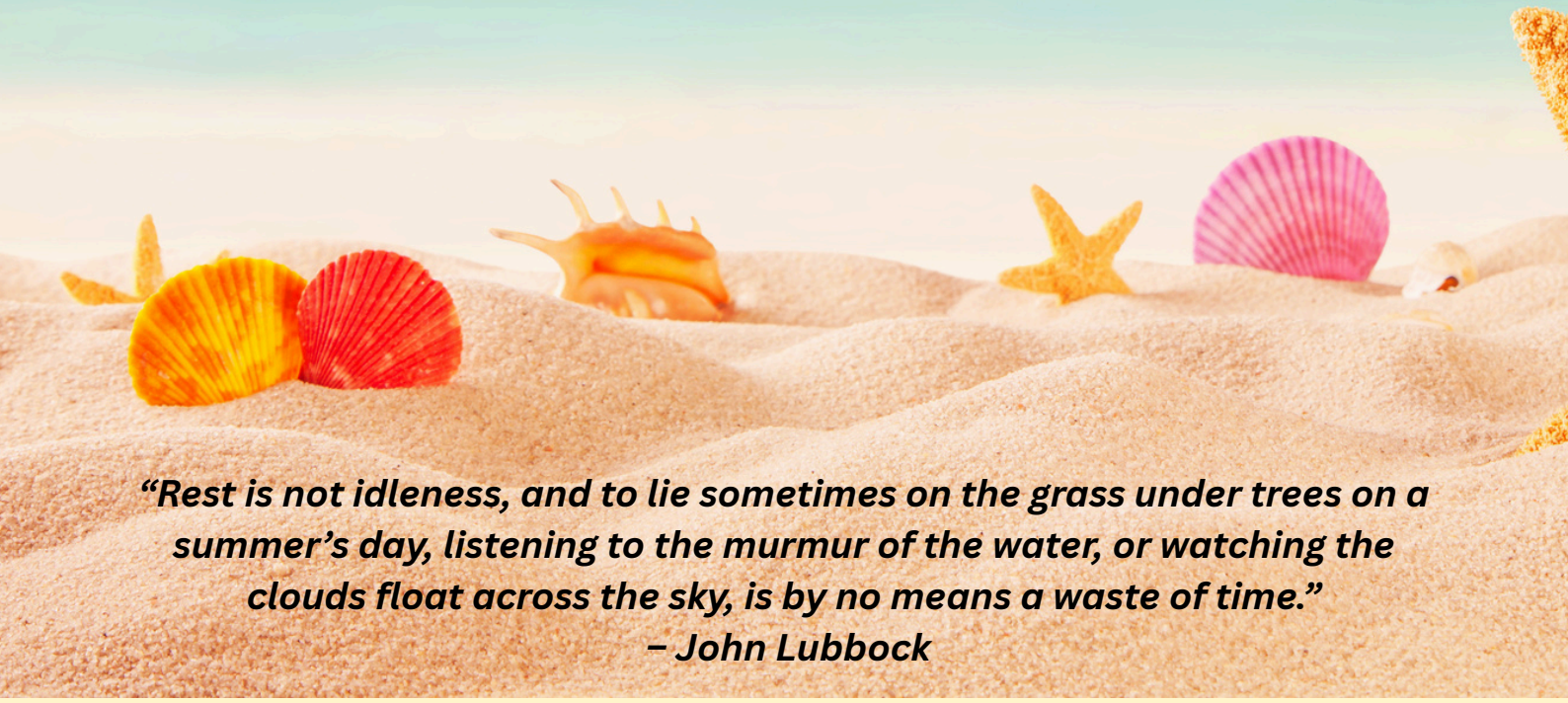
HR CONNECT NEWSLETTER

July 2026



"Rest is not idleness, and to lie sometimes on the grass under trees on a summer's day, listening to the murmur of the water, or watching the clouds float across the sky, is by no means a waste of time."
– John Lubbock

Holidays and Notable Dates

July 3 - VI Emancipation Day
July 4 - US Independence Day
July 28 - Secretarial Staff Return
July 31 - Kitchen Managers Return

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Introducing the GVI Caregiver's Leave Policy

Government of the Virgin Islands has implemented the ***Caregiver's Leave (CGL) Policy***, providing eligible employees with paid administrative leave to care for qualifying individuals.

WHO IS ELIGIBLE?

Full-time employees who work at least 80 hours each bi-weekly pay period may qualify if they serve as the primary caregiver for:

- A seriously ill spouse, child, parent, or legal dependent;
- An older adult (60 years of age or older); or
- A dependent adult (18–59 years old) with qualifying disabilities.

ELIGIBLE EMPLOYEES MAY RECEIVE:

- Up to four (4) hours of paid administrative leave each month for up to 12 months.
- Leave must be used during the month it is earned and **does not roll over.**
- Leave may be used in increments consistent with agency timekeeping procedures.

APPLYING FOR CAREGIVER'S LEAVE

- **Employees are encouraged to submit all Caregiver's Leave requests through the Department's Human Resources Leave Platform**: https://vide.tedk12.com/Records

- **Applicants should complete the Caregiver's Leave Application and upload all required supporting documentation:** https://vi.jotform.com/261395004477055

- **For employees requesting leave to care for a seriously ill spouse, child, parent, or legal dependent, the required Medical Certification Form is available at:** https://www.dopusvi.org/wp-content/uploads/2026/06/CGL-Medical-Certification.pdf

Once Human Resources receives all required documentation, the application will be reviewed to: Verify eligibility; confirm all required documentation was submitted on time; and approve or deny the request, with written comments explaining the decision.

EMPLOYEE RESPONSIBILITIES

- Notify their supervisor in advance whenever possible. If advance notice is not possible, notify their supervisor in writing within 24 hours after the absence begins.
- Submit proof that leave was taken within 48 hours after the absence begins.
- Notify both their supervisor and Human Resources if caregiving responsibilities end or eligibility changes. Misrepresentation or misuse of Caregiver's Leave may result in denial of leave, recovery of improperly paid leave, disciplinary action, and/or further investigation.

If you have questions regarding the policy or application process, please contact:

- Cherise Benjamin-Thomas at cherise.benjamin@vide.vi or
- Morvida DeCosta at morvida.decosta@vide.vi

Vacancies @ VIDE

ST. CROIX

ELEMENTARY SCHOOL TEACHER

ELEMENTARY SCHOOL TEACHER - MUSIC

GUIDANCE COUNSELOR

SPECIAL EDUCATION PARAPROFESSIONAL

PRINCIPAL

SECONDARY TEACHER -ART

SECONDARY TEACHER - COMPUTER SCIENCE

SECONDARY TEACHER - GENERAL SCIENCES

SECONDARY TEACHER - MATH

SECONDARY TEACHER - SPANISH

SCHOOL NURSE

SCHOOL NURSE SUPERVISOR

SUBSTITUTE TEACHER

VOCATIONAL TEACHER-
SWIMMING INSTRUCTOR

TERRITORIAL

INTERNAL AUDITOR



ST. THOMAS/ST.JOHN

COORDINATOR OF PUPIL SERVICES

DISTRICT DIRECTOR OF SPECIAL EDUCATION

FINANCIAL CONTROL OFFICER

FOREIGN LANGUAGE TEACHER

LANGUAGE ARTS COORDINATOR

LEGAL COUNSEL

NETWORK SYSTEMS MANAGER

PHYSICAL EDUCATION TEACHER

PURCHASE ORDER ANALYST

SECONDARY TEACHER - ENGLISH

SECONDARY TEACHER - COMPUTER SCIENCE

SECONDARY TEACHER - MATH

SECONDARY TEACHER - SOCIAL SCIENCES

SCHOOL BUS OPERATOR

SCHOOL NURSE

SCHOOL NURSE SUPERVISOR

SCHOOL SAFETY MANAGER

SUBSTITUTE TEACHER

SOCIAL STUDIES COORDINATOR

SPECIAL EDUCATION TEACHER



UV Safety Month

July is UV Safety Month, established to raise awareness about the dangers of UV exposure. Protecting your skin and eyes from UV rays is important, especially during the hottest summer months.

It's a great idea to check the UV Index: The UV Index advises on the intensity of UV radiation in your area, allowing you to plan for outdoor activities. Avoid prolonged sun exposure, especially between 10 a.m. and 4 p.m. Try planning outdoor activities for early morning or late afternoon. Take breaks in shaded areas or use umbrellas and canopies. Limiting direct sun exposure reduces the risk of sunburn, heat exhaustion, and dehydration.

Wear protective gear: Wear lightweight, long-sleeved shirts, pants, and wide-brimmed hats to protect against UV radiation. Dark-colored clothing with a tight weave offers better UV protection than lighter-colored or loosely woven fabrics.



Wear sunscreen with high SPF: Choose a broad-spectrum sunscreen with a sun protection factor (SPF) of 15 or higher to shield your skin from harmful UV rays. Apply sunscreen generously to skin, including your face, neck, arms, and legs. Maintain adequate sun protection by reapplying sunscreen every two hours or immediately after swimming, sweating, or towel-drying. Waterproof or water-resistant sunscreen formulations offer extended protection during outdoor activities involving water.

Look out for sunburn: Recognize the symptoms of sunburn, including redness, pain, swelling, and blistering. If you experience sunburn, soothe the affected area with aloe vera gel, taking cool baths, and using over-the-counter pain relievers. Proper treatment helps alleviate discomfort, promote healing, and prevent infection and scarring. Regularly examine the skin: Perform monthly self-examinations to detect suspicious moles, lesions, or changes in existing skin growths.

Sheild your eyes: Invest in high-quality sunglasses that provide 100% protection against both UVA and UVB rays. Sunglasses with UV-blocking lenses protect your eyes from sun-related damage, including cataracts and eye cancer.



VIRGIN ISLANDS DEPARTMENT OF EDUCATION

Employee Spotlight

SHEILA MARTIN
VOCATIONAL TEACHER - AGRICULTURE
ST. CROIX CENTRAL HIGH SCHOOL
ALMOST 4 YEARS IN THE VIDE FAMILY



WHAT IS YOUR FAVORITE PART OF YOUR JOB?

SEEING STUDENTS CONNECT WITH WHAT THEY ARE LEARNING—WHEN THEY NOT ONLY UNDERSTAND A CONCEPT BUT ALSO BEGIN TO VALUE IT IN THEIR OWN LIVES. IN AGRICULTURAL SCIENCE, THIS HAPPENS WHEN STUDENTS TAKE CLASSROOM KNOWLEDGE INTO HANDS-ON PROJECTS, SUCH AS GROWING PLANTS, CARING FOR ANIMALS, MANAGING A GARDEN, OR APPLYING SUSTAINABLE PRACTICES IN REAL-WORLD SETTINGS.

WHAT IS A PROFESSIONAL ACCOMPLISHMENT YOU'RE PROUD OF?

I AM MOST PROUD OF ESTABLISHING INNOVATIVE, HANDS-ON AGRICULTURAL SCIENCE PROGRAMS THAT IMPACT STUDENTS AND THE COMMUNITY. I CREATED A SCHOOL GARDEN WHERE WE RECYCLED TIRES AND BOTTLES TO USE AS POTS AND DEVELOPED PARTNERSHIPS WITH LOCAL FARMERS, DEPARTMENT OF AGRICULTURE, VI EPSCOR AT UVI, VI CONSERVATION SOCIETY, AND SUPERMARKETS WHERE I GET GARBAGE VEGETABLES TO CREATE ORGANIC FERTILIZER INSTEAD OF CHEMICALS FERTILIZERS. THROUGH THESE COLLABORATIONS, STUDENTS GAINED AGRICULTURAL SKILLS, SOLD PRODUCE, RECYCLED ORGANIC WASTE, AND BUILT A MINI FOREST AND IRRIGATION SYSTEM ON CAMPUS. BEYOND CLASSROOM INSTRUCTION, I GUIDED STUDENTS TO ACHIEVE NOTABLE SUCCESS, INCLUDING WINNING AWARDS AT AGRICULTURAL FAIRS AND SERVING AS STATE FFA OFFICERS. I ALSO ENSURED INCLUSIVITY BY DESIGNING ACTIVITIES FOR STUDENTS WITH SPECIAL NEEDS, GIVING EVERY LEARNER MEANINGFUL EXPERIENCE IN AGRIBUSINESS AND SUSTAINABILITY. THIS REFLECTS MY DEDICATION TO AGRICULTURAL EDUCATION, MY ABILITY TO EMPOWER STUDENTS, STRENGTHEN COMMUNITY TIES, AND PROMOTE SUSTAINABLE PRACTICES THAT PREPARE YOUNG PEOPLE FOR FUTURE CAREERS IN AGRICULTURE.

WHAT DO YOU ENJOY MOST ABOUT BEING PART OF THE VIDE FAMILY?

BEING PART OF THE VIDE FAMILY HAS GIVEN ME OPPORTUNITIES TO GROW BOTH AS AN EDUCATOR AND AS A PERSON. AS AN INTERNATIONAL TEACHER, I'M GRATEFUL THAT VIDE OPENED THE DOORS FOR ME TO TEACH IN THE USVI, A PLACE WHERE I HAVE ENJOYED SHARING MY PASSION FOR AGRICULTURAL SCIENCE. VIDE NOT ONLY WELCOMED ME BUT CONTINUES TO SUPPORT AND SEE THE BEST IN US AS EDUCATORS. I HAVE LEARNED SO MUCH ABOUT TEACHING, ABOUT CULTURE, AND ABOUT THE IMPACT OF EDUCATION IN A DIVERSE COMMUNITY. BEING PART OF VIDE FEELS LIKE BEING PART OF A SUPPORTIVE FAMILY THAT VALUES BOTH TEACHERS AND STUDENTS.

VIRGIN ISLANDS DEPARTMENT OF EDUCATION

Employee Spotlight

TYRESHA STAPLETON
PARAPROFESSIONAL
JOSEPH SIBILLY ELEMENTARY
ALMOST 1 YEAR IN THE VIDE FAMILY



WHAT IS YOUR FAVORITE PART OF YOUR JOB?

MY FAVORITE PART OF THE JOB IS CATERING TO THE STUDENTS' ACADEMIC CURIOSITIES WHILE PROVIDING AID AND SUPPORT TO THE TEACHERS. IT'S A PLEASURE TO SEE STUDENTS LEARN AND EXPAND THEIR KNOWLEDGE IN REAL TIME.

WHAT IS A QUOTE YOU LOVE OR LIVE BY?

"WHATEVER THE MIND OF MAN CAN CONCEIVE AND BELIEVE, IT CAN ACHIEVE."
~ NAPOLEON HILL.

WHAT IS THE BEST PROFESSIONAL ADVICE YOU'VE RECEIVED?

THE BEST PROFESSIONAL ADVICE I'VE RECEIVED CAME FROM A VETERAN TEACHER AT OUR SCHOOL. SHE SHARED THAT IT'S IMPORTANT TO LEAD WITH KINDNESS, PATIENCE, AND POSITIVITY IN YOUR INTERACTIONS WITH STUDENTS. HOWEVER, IN THOSE MOMENTS WHEN CLEAR EXPECTATIONS, AUTHORITY, AND CLASSROOM STRUCTURE ARE NECESSARY, IT'S EQUALLY IMPORTANT TO CONFIDENTLY STEP INTO THAT ROLE. FINDING THE RIGHT BALANCE BETWEEN COMPASSION AND CONSISTENCY HELPS CREATE A POSITIVE AND PRODUCTIVE LEARNING ENVIRONMENT.

WHAT'S YOUR FAVORITE WAY TO CELEBRATE YOUR BIRTHDAY?

TAKING A NICE VACATION TO ANYWHERE I'VE NEVER BEEN BEFORE.

INTERESTED IN BEING IN THE SPOTLIGHT?
CLICK HERE: HTTPS://FORMS.OFFICE.COM/R/5G9RFUX03B

Qualifying Events

A qualifying event refers to a life change that allows you to enroll in a health insurance plan outside of the annual open enrollment period. Once a qualifying event occurs, you have 30 Days from that date to enroll in coverage.

Examples of qualifying events include:



- Getting married or divorced, or death of a spouse



- Loss of other healthcare coverage, including those due to change in you or a spouse's employment status



- Birth of a baby, adopting a child or becoming a legal guardian



- Making 26 yrs Age/ Off of Parents' Plan

If a qualifying event occurs, Contact your HR Representative promptly for enrollment



10 Tips for Safe Grilling

- **Grill Outdoors** Grills are designed for outdoor use. Proper ventilation is essential to prevent the build-up of harmful gases and reduce fire risks. Always make sure the area around your grill is free from flammable materials.
- **Watch Your Distance** Grill at least 10 feet away from your home and any wooden structures. Keeping a safe distance is a simple safety measure.
- **Stay Stable** Grill on a flat, stable surface to prevent falling and potential fires.
- **Check for Gas Leaks** Before using your grill, especially after it has been stored for some time, check for gas leaks. Inspect gas lines and connections to prevent dangerous flare-ups. Always open the grill lid before lighting it.
- **Clean Regularly** Regular cleaning prevents grease buildup, which can cause fires. Use a grill brush to clean the grill plates after each use and empty the grease tray frequently.
- **Stay Close** Never leave your grill unattended while on. High heat and open flames require constant monitoring.
- **Safe Attire** Wear fitted clothing and tie up any loose apron strings.
- **Keep Water Handy** Flare-ups caused by fat drippings are likely. Keep a spray bottle with water to quickly out small flames before they spread. It’s also a great idea to have a hose nearby for extra precaution.
- **Avoid Grilling on Windy Days** Avoid using grills in windy conditions to make it easier to control the flames.
- **Have a Fire Extinguishing Ready** Keep a portable fire extinguisher close.

20 FUN THINGS TO TRY THIS SUMMER





WATCH A SUNSET OR SUNRISE.

GET LOST IN A GOOD SUMMER READ.

TAKE A HIKE.

TRY MORNING MEDITATION.

START A 30-DAY CHALLENGE WITH YOGA, PILATES, WALKING, MEDITATION OR RUNNING.

VISIT A NEW RESTAURANT OR CAFE YOU HAVEN'T BEEN TO BEFORE.

SHOP AT A LOCAL FARMERS MARKET AND COOK A MEAL WITH WHAT YOU FIND.

ENJOY SEASONAL FRUIT FROM A FRUIT STAND OR A LOCAL FARM.

PLAN A THEMED BRUNCH.

GATHER ON A PORCH OR DECK AND DISCUSS LIFE, DREAMS, AND FUTURE GOALS.

WATCH FIREWORKS.

PICNIC AT THE BEACH OR PARK WITH SNACKS AND DESSERT.

PLAY BASKETBALL OR TENNIS ON PUBLIC COURTS.

SEE CURRENT EXHIBITIONS AT A MUSEUM.

GO ON A SCENIC BIKE RIDE.

MAKE SOME HOMEMADE POPSICLES.

MAKE SOME FRESH HOMEMEADE ICE CREAM.

HAVE A SPA-THEMED DAY AT HOME.

HOST A GAME NIGHT FOR FAMILY AND FRIENDS.

BUILD A PUZZLE WITH YOUR FAMILY.



