



**Memorandum of Understanding Between  
The Harmony Union School District (HUSD) and  
California School Employees Association (CSEA)  
9/07/2021**

In response to the potential for seasonal smoke and/or wildfires affecting the West Sonoma County region during the 2021-2022 school year, HUSD and CSEA agree to the following:

1. In the event that the HUSD campus is closed because of poor air quality and evacuation zones within school district boundaries are NOT under mandatory evacuation or evacuation warning: HUSD will remain in session, but convert to distance learning. Classified staff will participate in the adopted distance learning schedule during such closure.
2. In the event that the HUSD and/or surrounding zones are either on evacuation warning or on mandatory evacuation, the District and the school will be closed.
  - a. In the event that HUSD comes under mandatory evacuation or evacuation warning while in session, classified staff will remain on duty to help release students with early release offered to members according to the following priorities:
    - i. People whose homes or family are in the mandatory evacuation zone(s)
    - ii. People whose homes or family are in an evacuation warning zone
3. Classified staff living in a zone under evacuation warning or mandatory evacuation order will notify the District at their earliest convenience and be released from their duties (both in-person and remote) for the entirety of the County's evacuation mandate for their zone.
  - a. The release days for evacuation will not be subtracted from the classified employee's accumulated sick leave, but instead will be considered emergency paid leave for up to five (5) days. In an emergency situation that lasts beyond 5 days, CSEA and District administration will meet to discuss accommodations for that member.
  - b. In the event that classified staff choose to continue duties while under evacuation warning for their zone at home, they may leave campus or discontinue duties immediately once their zone is placed under mandatory evacuation order.
4. In the event that a member loses their home or other property to fire, that member may take five (5) days of paid "bereavement" leave. If they need time beyond those 5 days, they may use their "personal necessity" days. If they need more time beyond that, they may either use "catastrophic leave" or they may request "other leave" under Article 13 in the contract.

  
Matthew Morgan, Superintendent

 9/28/2021  
CSEA Negotiator / President