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Governing Board

Stacey Bailey
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Patrick Searl
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March 13, 2020

Dear Hemet Unified School District Substitutes,

After long and careful deliberation, Hemet Unified School District has made **the decision to close schools to students, Monday, March 16, 2020, through Friday, April 3, 2020. Spring Break will continue as scheduled April 6-10, 2020.** Substitutes are not on-call during this recess period. Regular school hours will resume on April 13, 2020. The health of our students, staff and community is paramount to Hemet Unified School District (HUSD).

This closure is for precautionary measures, and currently there are no known cases of novel coronavirus in our district. These measures are to help slow the progression of the virus and protect our students, staff, and community. This closure may result in adding instructional days to the end of the school year if required by the California Department of Education.

As a substitute, you may have available sick leave to use. You may use this available leave if you wish. Please report it on your timecard. If you have questions regarding this leave, please contact your Payroll Specialist.

Your timecard may be turned in to the mailbox at the front of the District Office by April 1, for your work in March.

You may file an Unemployment Insurance (UI) claim. Your entitlement to benefits will be determined by the Employment Department and not by this educational institution. If you are not rehired after the recess period, you may be entitled to UI benefits retroactive to the date you filed an initial claim, if you are otherwise eligible and you filed a claim for each week, and if a claim for retroactive benefits is made within 30 days of the start of the next school year/term. If you file a UI claim, the following address should be written on your claim form:

Hemet Unified School District
C/O WORKFORCE SOLUTIONS
PO Box 23020
Oakland, CA 94623-2302

Thank you for your understanding and collaboration as decisions for the health and safety of our community are being made. The District realizes this is a time of uneasiness for many staff members, and HUSD will be in touch with additional updates via Absence Management and email before the end of the Spring Break recess. HUSD continues to keep safety as our number one priority and remain committed to the well-being of our students and staff.

Thank you,

Leah Armstrong
Human Resources Coordinator