

**THE ACALANES EDUCATION ASSOCIATION  
AND  
THE ACALANES UNION HIGH SCHOOL DISTRICT  
MEMORANDUM OF UNDERSTANDING**

**RE: UNVACCINATED EMPLOYEES WHO DO NOT QUALIFY FOR A MEDICAL/DISABILITY OR RELIGIOUS  
EXEMPTION**

1. Employees who are not vaccinated and do not qualify for a disability/medical or religious exemption will be notified in writing by October 15, 2021.
  
2. a. Employees who wish to start the 2-shot vaccination process (Moderna or Pfizer) but do not have both shots by November 1 may utilize sick leave until two days after their second shot. If the employee does not have sick leave, they will be on unpaid leave. Employees who wish to utilize the 1-shot vaccination process (Johnson and Johnson) should have their shot prior to November 1st and may use 2 sick days if needed for side effects. If the employee does not have sick leave, they will be on unpaid leave.
  - b. The unpaid leave will terminate upon the earlier of:
    - Up to three months (90 calendar days)
    - The employee becoming fully-vaccinated.
  
3. After three months of unpaid leave, if the employee remains unvaccinated, the District may, at its sole discretion, initiate termination proceedings under the California Education Code. AEA members are entitled to AEA representation during termination proceedings.
  
4. Remote work is not an option for employees.
  
5. Employees on unpaid leave under this section shall continue their medical, dental and vision coverage (as available to them in paid status) paid by the District through November 30, 2021. Beginning December 1, 2021 employees on unpaid leave under this section may continue their medical, dental and vision coverage (as available to them in paid status) by paying the full cost of such benefits in advance on a monthly basis following any procedures required by the District. Employees would not receive any District contribution to the cost beginning December 1, 2021. The option to purchase benefits through the District shall end when the employee is no longer employed by the District.

 10/14/21

Lori Tewksbury, AEA President



Amy McNamara, Associate Superintendent