

Compensation During Work Disruptions Due to Disasters

It is the policy of the Solano County Office of Education (SCOE) that the schools be kept open on all scheduled days so that the students shall have the maximum benefit of daily instruction in the programs operated by SCOE and the Solano County Superintendent of Schools.

Employees shall not be excused from the performance of any duties imposed on them by law, county code, or ordinance, or from the rendering of service at such times and places as are necessary in order to properly perform the functions of their offices or employment.

The Superintendent or his/her designee will enforce the following provided sudden, unusual, or unpredictable events affect working conditions to the extent of rendering the work site either useless or hazardous.

1. When working conditions in a particular location are determined by the department head to be excessively dangerous or inadequate, the department head shall immediately notify the County Superintendent or designee.
2. The Superintendent or designee, after consulting with the department head and the transportation supervisors regarding alternate school/work sites, may temporarily excuse affected employees with pay from all or part of that day's duty assignment.
3. Employees excused from work with pay may be required to remain available for work during scheduled work hours and maintain communications with SCOE, as directed, in the event conditions improve or a suitable alternate work site is established.
4. Employee requests to be excused from duty because of extreme conditions relating to natural disasters at work, at home, or between home and work shall be considered fully and accommodated when the needs of SCOE permit.
 - a. Classified employees shall not be paid for time off granted at their own requests unless the employee requests to use earned vacation, compensatory time off, or personal necessity leave, and the department head approves.
 - b. Certificated employees shall not be paid for time off granted at their own request unless the employee requests to use a day of remaining personal necessity leave and the Superintendent or designee approves.